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Please check with the administration to find out if any modification and/or withdrawals of subjects have been made.

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We highly recommend that all members of the public remain in the comfort of their homes and watch the Council deliberations live streamed on The Nation's YouTube channel.

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Due to the limited number of seats in the Council chambers, we recommend registering to attend a meeting in person. If you wish to reserve a seat, please contact the Clerk's office at 613-764-5444 or by email at admin@nationmun.ca.

QUESTIONS AND COMMENTS

Please submit your questions or comments relating to an agenda item by completing our online form by noon the day of the meeting: <https://nationmun.ca/en/council-staff/council/agendas-minutes#Questions>.



The Corporation of The Nation Municipality

Agenda

Meeting Information

Meeting Number: 2024-14.2

Type: Regular

Date: June 24, 2024

Time: 4:30 p.m.

Location: Town Hall, 958 route 500 West, Casselman, Ontario

Chair: Francis Brière, Mayor

Prepared by: Julie Langlois-Caisse, Administrative Assistant

Revised by: Aimée Roy, Clerk

Video: Council meetings are streamed live on [The Nation's YouTube channel](#).

Scheduled Agenda Items:

4:30 p.m.: Closed session

5:00 p.m.: 10.1 Delegation Prescott Russell Recreational Trail

5:30 p.m.: Public Zoning Meeting

Agenda Items

1. Call to order

2. Changes and Additions to Agenda

3. Adoption of Agenda

4. Disclosure of Conflict of Interest

5. Closed session

5.1 Minutes of Closed session held on June 3, 2024

5.2 Pierre Leroux, CAO

5.2.1 Verbal report regarding an identifiable individual

Section 239(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(b) personal matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations;

5.2.2 Update on a negotiation

Section 239(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

6. Consent items

6.1 Minutes of previous Council meetings

6.1.1 Minutes of the following council meetings:

- Regular Council meeting held on June 3, 2024
- Special Council meeting held on June 13, 2024

6.2 Minutes of Council committee meetings

6.3 Reports from municipal staff and third parties

Building

6.3.1 Building permit statistics report, May 2024

Drains

6.3.2 Report of the Superintendent of Drainage, May 2024

6.3.3 Report Drainage-04-2024 Request for maintenance on the McLeod Creek Municipal Drain

Other

6.3.4 Request for an exemption to the noise By-law, Penny Collier

6.3.5 Request for an exemption to the noise By-law, Paul Sauvé

6.4 Accounts payable voucher

6.5 Correspondence

6.5.1 AMO Watchfile

6.5.2 Prescott-Russell Homelessness prevention Newsletter

6.5.3 Resolutions regarding Sustainable infrastructure funding for small rural municipalities

6.5.4 South Nation Conservation, Board of Directors meeting minutes, April 18, 2024

6.5.5 South Nation Conservation, Memo regarding Wetland Mapping, Ontario Regulation 41/24

6.5.6 Town of Cochrane, Resolution regarding a return to combined ROMA and OGRA Conference

6.5.7 City of Belleville, Resolution in support of family doctors

6.5.8 Municipality of Mattawan, Resolution regarding the possession, breeding and use of non-native (“exotic”) wild animals and license zoos

6.5.9 Resolutions regarding Increased funding to libraries and museums

7. Receiving of Monthly Reports from the Appointed Municipal Officials

7.1 Nadia Knebel, Treasurer

7.1.1 Report F-15-2024 Budget Planning Process

7.1.2 Finalization and signature of 2023 Consolidated Financial Statements

7.2 Nicholas Pigeon, Director of Water and Sewer

7.2.1 Report WS-10-2024, Water Masterplan

7.3 Guylain Laflèche, Director of Planning

7.3.1 Report ZBL-7-2023-3, zoning amendment 113-119 Ottawa Street

7.4 Aimée Roy, Clerk

7.4.1 Report CL-12-2024, Marriage Solemnization Services

7.5 Pierre Leroux, CAO

7.5.1 Report CAO-03-2024, new Council procedural By-law

8. Notice of Proposed Motions

9. Unfinished Business from Previous Meetings

10. Delegations

10.1 Prescott Russell Recreational Trail

11. Municipal By-laws

- 11.1 By-law #20-2024 to adopt the Engineer's report for the Ranger Municipal drain under Section 78(1) of the Ontario Drainage Act, **third reading**
- 11.2 By-law #75-2024 to adopt the Engineer's report for the Cross Creek Municipal drain under section 78(5) of the Ontario Drainage Act, **third reading**
- 11.3 By-law #37-2024 Zoning amendment, 113-119 Ottawa Street
- 11.4 By-law #81-2024 to appoint an engineer for examination of the area requiring drainage and prepare a report under section 8 of the Ontario Drainage Act
- 11.5 By-law #91-2024 Council procedural By-law and repeal By-law #19-2024
- 11.6 By-law #92-2024 to appoint a Councillor as Acting Mayor for the term of office of the present Council
- 11.7 By-law #94-2024 zoning amendment, part lot 26, Concession 2, former Cambridge
- 11.8 By-law #95-2024 zoning amendment Part of lot 30, Concession 6, Former Cambridge
- 11.9 By-law #96-2024 zoning amendment Part of lot 27, Concession 10, former Cambridge
- 11.10 By-law #97-2024 Part lot control, Cypress Street
- 11.11 By-law #98-2024 to enter into an agreement with the Association of Municipalities of Ontario for the Canada Community Building Fund
- 11.12 By-law #99-2024 Wedding solemnization fee and delegation
- 11.13 By-law #100-2024 Nomination to Animal Control Tribunal

12. Other Business

13. Confirming By-law

14. Adjournment



The Corporation of The Nation Municipality Minutes

Meeting Information

Meeting Number: 2024-12

Type: Ordinaire

Date: June 3, 2024

Time: 4:30 p.m.

Location: Town Hall, 958 route 500 West, Casselman, Ontario

Chair: Francis Brière, Mayor

Prepared by: Julie Langlois-Caisse, Administrative Assistant

Revised by: Aimée Roy, Clerk

Video: The recording of the meeting is available for viewing on [The Nation's YouTube channel](#).

Scheduled Agenda Items:

4:30 p.m.: Closed session

Presence of Council Members

Mayor Francis Brière, yes

Councillor ward 1 Tim Stewart, yes

Councillor ward 2 Alain Mainville, yes

Councillor ward 3 Danik Forgues, yes

Councillor ward 4 Raymond Lalande, yes

Councillor ward 5 Daniel Boisvenue, yes

Councillor ward 6 Marjorie Drolet, yes

Presence of Municipal Staff

Pierre Leroux, CAO

Aimée Roy, Clerk

Julie Langlois-Caisse, Administrative Assistant

Nicholas Pigeon, Director of Water and Wastewater
 Mario Villeneuve, Fire Chief
 Guylain Laflèche, Director of Planning
 Nadia Knebel, Treasurer
 Carol Ann Scott, Director of Recreation
 Justin Lafrance, Deputy Director of Recreation
 Amélie Deschamps, Communications and Marketing Coordinator

Agenda Items

1. Call to order

Resolution: 235-2024

Moved by: Danik Forgues

Seconded by: Daniel Boisvenue

Be it resolved that the present meeting be opened.

Carried

2. Changes and Additions to Agenda

Deletion:

12.1 Permission request to organise a fun run on certain roads for the Boboul Family Day

3. Adoption of Agenda

Resolution:236-2024

Moved by: Alain Mainville

Seconded by: Tim Stewart

Be it resolved that the agenda be accepted, including the modifications made forthwith, as applicable.

Carried

4. Disclosure of Conflict of Interest

None

5. Closed session

Adjournment for closed session

Resolution:237-2024

Moved by: Raymond Lalande

Seconded by: Daniel Boisvenue

Be it resolved that the present meeting be adjourned at **4:33 p.m.** for a closed session under the following section(s) of the Municipal Act, 2001:

Section 239(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried

Reopening after closed session

Resolution: 238-2024

Moved by: Marjorie Drolet

Seconded by: Tim Stewart

Be it resolved that the present meeting be re-opened at **4:46 p.m.**

Carried

5.1 Minutes of closed session held on May 13, 2024

5.2 Guylain Laflèche, Director of Planning

5.2.1 Report PLA-2-2024-2, Negotiations regarding a potential land acquisition

Section 239(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Resolution:239-2024

Moved by: Raymond Lalande

Seconded by: Alain Mainville

Be it resolved that Council approve the recommendation as presented in closed session on June 3, 2024, in report PLA-2-2024-2.

Carried

5.3 Pierre Leroux, CAO

5.3.1 Verbal report regarding a negotiation with a corporation

Section 239(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

6. Consent items

6.1 Minutes of previous Council meetings

6.1.1 Minutes of following meetings:

- special Council meeting held on May 27, 2024, to consider the Engineer's report for the Cross Creek Municipal Drain
- regular Council meeting held on May 27, 2024

6.2 Council Committees minutes and recommendations

6.3 Reports from municipal staff and third parties

Finance

6.3.1 Report F-14-2024, January to April results

Recreation

6.3.2 Report RE-10-2024 Grant application for the Desjardins Community Development Fund

6.4 Accounts payable voucher

None

6.5 Correspondance

6.5.1 AMO Watchfile

6.5.2 Township of Georgian Bay, Resolution regarding sustainable infrastructure funding for small rural municipalities

6.5.3 Township of Amaranth, Resolution regarding Water Testing Services for Private Drinking Water

6.5.4 Township of Lucan Biddulph, resolution regarding recommended phase out of free water well testing in the 2023 auditor General's report

6.5.5 Municipality of Casselman, resolution regarding the Autonomy of Conservation Authorities in Ontario

6.5.6 Township of Larder Lake, Resolution regarding regulations to restrict the possession, breeding and use of exotic wild animals and license zoos

6.5.7 St-Albert Cheese Factory, Thank you letter for a workplace health and safety training

6.5.8 Resolutions regarding the affordability of water and wastewater systems in rural and small urban municipalities

6.6 Coming events

6.6.1 June 6 to June 8, 2024 Duck and Feather Festival in St-Isidore

6.6.2 June 20 to June 23, 2024 St-Albert 150th Anniversary Festival

6.6.3 June 22, 2024 Limoges Community Day

6.6.4 June 24, 2024 Regular Council meeting

Resolution:240-2024

Moved by: Danik Forgues

Seconded by: Marjorie Drolet

Be it resolved that the following items, as identified under the consent items category on the regular meeting agenda of June 3, 2024 be received and adopted:

- **6.1.1** Resolution to adopt the minutes of the following Council meetings:
 - Special Council meeting held on May 27, 2024, meeting to consider the engineer's report for the Cross Creek municipal drain
 - Regular Council meeting held on May 27, 2024
- **6.3.1** Resolution to receive report F-14-2024 regarding the results from January to April.
- **6.3.2** Resolution to receive report RE-10-2024 for a grant application with the Desjardins Community Development Fund.
- **6.5** Resolution to receive all correspondence listed under item 6.5

Carried

7. Receiving of Monthly Reports from the Appointed Municipal Officials

7.1 Nadia Knebel, Treasurer

7.1.1 Report # F-13-2024 Changes to the fees and charges By-law

7.2 Guylain Laflèche, Director of Planning

7.2.1 Report # ZBL-4-2024-2, Zoning amendment, 146 Ottawa Street

7.3 Pierre Leroux, CAO

7.3.1 Report CAO-02-2024 Social media

Resolution:241-2024

Moved by: Danik Forgues

Seconded by: Raymond Lalande

Be it resolved that Council approve the new social media policy, COM-2024-01, which includes the direction to permanently disable comments on The Nation Municipality's social media platforms to ensure a respectful and focused environment for public communication, and repeal the previous policy, RH-03-2024.

Carried

Recorded Vote

Councillor ward 1 Tim Stewart, NO

Councillor ward 2 Alain Mainville, YES

Councillor ward 3 Danik Forgues, YES

Councillor ward 4 Raymond Lalande, YES

Councillor ward 5 Daniel Boisvenue, YES

Councillor ward 6 Marjorie Drolet, YES

8. Notice of Proposed Motions

8.1 Marjorie Drolet, Councillor ward 6

- 8.1.1** Motion to support the resolution of the Township of Manitouwadge, regarding a Review of the Ontario Works and Ontario Disability Support Program Financial Assistance Rates

Resolution: 242-2024

Moved by: Marjorie Drolet

Seconded by: Alain Mainville

Be it resolved that Council of The Nation Municipality supports the resolution of the Town of Goderich requesting that the provincial government review the Ontario Works and Ontario Disability Support Program Financial Assistance Rates.

Carried

9. Unfinished Business from Previous Meetings

10. Delegations

11. Municipal By-laws

- 11.1** By-law #75-2024 Cross Creek Municipal Drain, first and second readings

Resolution:243-2024

Moved by: Alain Mainville

Seconded by: Daniel Boisvenue

Be it resolved that By-law #75-2024, to adopt the Engineer Report regarding the Cross Creek Municipal Drain under section 78(5) of the Drainage Act, as presented on the June 3, 2024 agenda, be read a first and second reading.

Carried

11.2 By-law #83-2024, Fees and charges

11.3 By-law #87-2024, Zoning amendment 146 Ottawa Street

11.4 By-law #88-2024 Maintenance 2023 - Mill Creek municipal Drain

Resolution:244-2024

Moved by: Tim Stewart

Seconded by: Danik Forgues

Be it resolved that the By-laws below, as described on the 3 juin 2024 agenda, be read and adopted in first, second and third reading:

- **By-law #83-2024**, Fees and charges

- **By-law #87-2024**, Zoning amendment 146 Ottawa Street

- **By-law #88-2024**, Maintenance 2023, Mill Creek municipal Drain

Carried

12. Other Busines

13. Confirming By-law

Resolution:245-2024

Moved by: Marjorie Drolet

Seconded by: Raymond Lalande

Be it resolved that By-law no.90-2024 to confirm the proceedings of Council at its regular meeting of June 3, 2024, be read and adopted in 1st, 2nd and 3rd reading.

Carried

14. Adjournment

Resolution:246-2024

Moved by: Alain Mainville

Seconded by: Danik Forgues

Be it resolved that the present meeting be adjourned at **5:10 p.m.**

Carried

Francis Brière, Mayor

Aimée Roy, Clerk



The Corporation of The Nation Municipality Minutes

Meeting Information

Meeting Number: 2024-13

Type: Extraordinaire

Date: June 13, 2024

Time: 4:00 p.m.

Location: Virtual, Zoom

Chair: Francis Brière, Mayor

Prepared by: Julie Langlois-Caisse, Administrative Assistant

Revised by: Aimée Roy, Clerk

Video: The recording of the meeting is available for viewing on [The Nation's YouTube channel](#).

Scheduled Agenda Items: None

Presence of Council Members

Mayor Francis Brière, yes

Councillor ward 1 Tim Stewart, yes

Councillor ward 2 Alain Mainville, yes

Councillor ward 3 Danik Forgues, yes

Councillor ward 4 Raymond Lalande, yes

Councillor ward 5 Daniel Boisvenue, yes

Councillor ward 6 Marjorie Drolet, yes

Presence of Municipal Staff

Pierre Leroux, CAO

Aimée Roy, Clerk

Julie Langlois-Caisse, Administrative Assistant

Nicholas Pigeon, Director of Water and Wastewater

Mario Villeneuve, Fire Chief
Nadia Knebel, Treasurer

Agenda Items

1. Call to order

Resolution: 247-2024

Moved by: Danik Forgues

Seconded by: Marjorie Drolet

Be it resolved that the present meeting be opened.
Carried

2. Changes and Additions to Agenda

3. Adoption of Agenda

Resolution:248-2024

Moved by: Alain Mainville

Seconded by: Tim Stewart

Be it resolved that the agenda be accepted, including the modifications made forthwith, as applicable.

Carried

4. Disclosure of Conflict of Interest

None

5. Closed session

6. Consent items

7. Receiving of Monthly Reports from the Appointed Municipal Officials

7.1 Marc-Olivier Gratton, Civil Engineer

7.1.1 ENG-01-2024, Request for Proposals Results
Waste Water Master Plan

Resolution:249-2024

Moved by: Daniel Boisvenue

Seconded by: Raymond Lalande

Be it resolved that Council approve the recommendation as presented in report ENG-01-2024 and that the contract for the preparation of the wastewater master plan for the villages of Limoges, St-Albert and St-Isidore be awarded to CIMA+ for the total amount of \$166,776.50.

Be it also resolved that the Mayor and Clerk be authorized to sign the said agreement.

Carried

7.1.2 ENG-02-2024, Noise By-law Exemption Request
VIA Rail

Resolution:250-2024

Moved by: Marjorie Drolet

Seconded by: Daniel Boisvenue

Whereas the contractor will inform the Municipality 48 hours in advance of the said construction dates;

Be it resolved that Council accept the request for exemption to By-law for four shifts of night work between July 8 and August 2, 2024 for mandatory night work requested by VIA Rail.

Carried

8. Notice of Proposed Motions

9. Unfinished Business from Previous Meetings

10. Delegations

11. Municipal By-laws

12. Other Business

13. Confirming By-law

Resolution:251-2024

Moved by: Alain Mainville

Seconded by: Daniel Boisvenue

Be it resolved that By-law no.93-2024 to confirm the proceedings of Council at its special meeting of June 13, 2024, be read and adopted in 1st, 2nd and 3rd reading.

Carried

14. Adjournment

Resolution:252-2024

Moved by: Danik Forgues

Seconded by: Tim Stewart

Be it resolved that the present meeting be adjourned at **16:15 p.m.**

Carried

La municipalité de La/The Nation Municipality

Building Permit Statistics For the month of May

	2024	2023	2022	2021	2020
Agricultural - Accessory	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Agricultural - Addition / Alterations	\$0.00	\$0.00	\$0.00	\$95,000.00	\$0.00
Agricultural - New	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Commerical - Addition / Alterations	\$0.00	\$150,000.00	\$150,000.00	\$0.00	\$0.00
Commerical - New	\$3,575,000.00	\$0.00	\$0.00	\$0.00	\$1,200,000.00
Industrial - New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Institutional - Addition / Alterations	\$8,000.00	\$750,000.00	\$750,000.00	\$0.00	\$0.00
Miscellaneous	\$6,000.00	\$5,500.00	\$5,500.00	\$5,000.00	\$4,000.00
Residential - Accessory	\$360,000.00	\$257,500.00	\$257,500.00	\$295,400.00	\$346,800.00
Residential - Addition / Alterations	\$130,000.00	\$10,000.00	\$10,000.00	\$87,000.00	\$41,500.00
Residential - Dwelling Units	\$5,780,000.00	\$3,275,000.00	\$3,275,000.00	\$7,890,000.00	\$769,000.00
Total Construction Value	\$11,859,000.00	\$7,394,000.00	\$4,448,000.00	\$8,372,400.00	\$2,361,300.00
Total Number of Permits Issued	37	38	27	37	29
Total Dwelling Units Created	16	7	11	36	2
Total Permit Fees Collected	\$85,349.83	\$35,673.26	\$26,467.10	\$73,963.31	\$11,999.80

La municipalité de La/The Nation Municipality

Building Permit Statistics Year to Date Report for **MAY**

	2024	2023	2022	2021	2020
Agricultural - Accessory	\$1,507,000.00	\$1,390,000.00	\$2,450,300.00	\$890,000.00	\$240,000.00
Agricultural - Addition / Alterations	\$100,000.00	\$0.00	\$0.00	\$595,000.00	\$0.00
Agricultural - New	\$5,635,000.00	\$4,000,000.00	\$0.00	\$2,600,000.00	\$0.00
Commerical - Addition / Alterations	\$1,155,000.00	\$55,000.00	\$152,000.00	\$398,000.00	\$0.00
Commerical - New	\$3,575,000.00	\$400,000.00	\$800,000.00	\$2,925,000.00	\$1,550,000.00
Industrial - Addition / Alterations	\$0.00	\$150,000.00	\$0.00	\$0.00	\$0.00
Industrial - New	\$0.00	\$175,000.00	\$14,031,250.00	\$0.00	\$0.00
Institutional - Addition / Alterations	\$8,000.00	\$4,600,000.00	\$750,000.00	\$0.00	\$0.00
Institutional - New	\$0.00	\$120,000.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$29,000.00	\$11,000.00	\$109,500.00	\$14,000.00	\$34,000.00
Residential - Accessory	\$1,116,500.00	\$1,411,500.00	\$997,500.00	\$1,692,400.00	\$467,800.00
Residential - Addition / Alterations	\$703,500.00	\$2,223,000.00	\$457,000.00	\$727,000.00	\$276,000.00
Residential - Dwelling Units	\$19,560,000.00	\$7,992,000.00	\$12,868,000.00	\$14,079,000.00	\$5,969,000.00
Total Construction Value	\$33,389,000.00	\$22,527,500.00	\$32,615,550.00	\$23,920,400.00	\$8,536,800.00
Total Number of Permits Issued	110	91	98	130	6
Total Dwelling Units Created	72	23	57	55	2
Total Permit Fees Collected	\$253,370.56	\$145,324.07	\$210,583.33	\$180,524.75	\$67,302.7

Leroux Consultant

Eric Leroux

655, Rue Albert Plantagenet, Ontario K0B 1L0

Cell: (613) 223-9824

May 31st, 2024

File Reference 2024-0505

The Nation Municipality

3248 county Road 9

Fournier, Ontario

K0A 1G0

Attention : Ms. Joanne Bougie-Normand

RE : Drainage Superintendent Duties

Dear Ms. Bougie-Normand

Please find enclosed a brief description of work performed for the period between from May 1st to May 31st, 2024.

General Drainage concerns

- 1) I assisted the clerk when two landowners filed a petition asking the municipality to provide new drainage work in the Chretien road / concession area. The planning the timelines step and procedures were processed as the petition was presented to the municipal council. The council had to decide if they would receive and accept the petition or reject the petition if not valid. I attended and recommended that the municipal council should receive the petition, as the landowners owned most of the watershed where the drainage area is required. The municipal council decided to accept the petition to move the procedure forwards towards an engineer appointment. I reached out to an experienced engineering firm asking for a proposal to perform the initial final report draft requested by the owners. A notice was sent by the clerk to agencies overseeing watercourses to let them know that an engineering firm would be appointed to provide a report to the municipality and landowners within the defined watershed. The municipality cannot appoint an engineer before 30 days notice is sent to agencies.
- 2) I received a request from a drainage contractor wanting me to meet him and owners along the St-Rose road area. The owners were looking at options to close-in sections of The Piche municipal drain- Branch Gagnier Branch is the first one, and possibly the Gratton Branch of the same drain. I met the contractor representing his costumer, and the neighbour being concerned of the request that could possibly affect his drainage. I gave them options to look for if they wanted to have an enclosed section.

They could either request an abandonment if they do not affect anyone in disagreement. An engineer would have to be appointed by the municipal council under section 78(1) to properly size enclosed channel piping would be required if the drain would remain a municipal drain structure. The two attendees were to have further discussions and give me feedback later if they would decide to proceed with a request.

- 3) I attended the Ranger Court-of-revision hearing. No appeals were filed with the clerk prior to the ten-day timeline, or any walk-ins came to ask the c-o-r panel to make any decisions. The appeals procedures court-of-revision stage as passed. If not appeals to tribunal were received, the municipal council could then adopt the final updated draft of the engineer's report with a third reading by-law. We can then proceed with construction work with the new assessment schedule and culverts sizing.
- 4) A drainage contractor asked to look at the Raymond Séguin municipal drain because his customer's tile drainage system is buried under water and sediment. An inspection of the entire drain was completed late May to plan to confirm where maintenance should occur. We are in the planning stages of this project to prepare the maintenance notification to be sent to agencies. This should be a project that would be completed this fall after the owners harvest crops.
- 5) I received a maintenance request from a landowner along the middle to lower end of the Reynald Leduc municipal drain asking for the drain to be fully cleaned out to drain better their property. We inspected the drain in the required section to see the drain as fallen trees and multiple older beaver dams that were slightly breached. We came to upper end of the property to see a ditch that was dug along the municipal drain. This area is in a peat moss soil area making it almost impossible to reach the drain to do a regular maintenance. I reported the condition to the municipal council to have everyone aware of the dangers of working in an unstable soil condition were a heavy excavator could be hazardous. I went back to the drain to notice the water level was high than normal. A beaver dam was built in the drain extended on the property to flood part of the land. A trapper was contacted to rid the drain of nuisance beaver issues. This work is ongoing. The landowner texted me then that he wanted the municipal drain to be lowered to be able to drain his land. I told him that we needed to have a meeting to discuss the actual surface of the property being assessed compared to the surface he would like to drain. A new engineer's report would have to be adopted before the plan and profile of the drain could be changed. This would be a major improvement to the drain, and this type of work cannot be completed under a section 74 maintenance. I did not meet the landowners yet; an update will be reported later.
- 6) We were able to replace the two culverts already planned since last year at the Besner municipal drain during a very short dry spell to give the farmland owner a safer access this filed before the planting season.

- 7) We assisted the clerk and appointed engineer to plan the Donat Lafleche realignment report meeting-to-consider by the municipal council. This meeting is the first step after the engineer submitted the final report draft. The municipal council can adopt the report under a provisional by-law. The next step will be for the clerk to send a notice of the sitting of the court-of-revision to affected landowners.

- 8) An inspection of the Rochon drain municipal drain was completed to have all the information needed to have a discussion with landowners to perform maintenance. We noticed the lower end (outlet section was closed-in with a 600 mm concrete structure. I researched the Rochon municipal drain plan and profile to confirm not having a legal closed section. No procedures were ever requested or adopted under the Ontario Drainage Act, to perform an enclosure in this drain. This will have to be part of a discussion with the landowner to let him know that the structure is problematic, and he will have to decide if he wants to keep the field enclosure with the proper sized piping determined by an engineer appointed by the municipal council. Alternatively, the second option that the municipality can enforce the actual engineer's report to return the open channel as it designed. The upstream municipal drain do not flow, as it should because of the smaller size, and elevation of the installation causing restriction to other properties. The last municipal drain maintenance from the outlet of the drain at the Whissel Creek municipal drain was performed in 2001. This means the enclosure was performed after that maintenance. The remaining open drain does not seem to flow very well causing for water retention and heavy cattails concentration to have an even worst flow rate.

- 9) A maintenance request to clean the Longtin municipal drain was filed. We inspected the drain to comment and justify the request to the municipal council to accept the document. An inspection was completed to be able to plan where maintenance would have to begin, and what will need to be done to send proper details on the maintenance notification to agencies. This work is mainly a routine ditch bottom clean out that would be done after the crop harvest this fall.

- 10) I assisted the clerk and appointed engineer to plan the Cross Creek emergency work culvert replacement report meeting-to-consider by the municipal council. The M-t-C was held on May 27th where the engineer presented the final report and details of the installation.

Hoping the above is to your satisfaction, I remain.

Yours truly,



Eric Leroux
Leroux Consultant



Rapport pour le Conseil

Numéro du rapport: Drainage 04-2024

Objet : Demande d'entretien sur drain municipal McLeod Creek

Date de la réunion : le 24 juin 2024

Préparé par : Joanne Bougie-Normand, assistante du directeur des Travaux publics

Diffusé et/ou collaboré avec : Éric Leroux, surintendant de drainage

Approbation: Pierre Leroux, directeur général
En accord avec la recommandation basée sur le contenu de ce rapport.

Recommandation

Qu'il soit résolu que le conseil municipal approuve sous l'article 74 de la Loi sur le drainage de l'Ontario 1990, Chapitre D.17 la demande d'entretien du propriétaire sur une partie Lot 9, concession 9 pour le drain municipal McLeod Creek situé dans l'ancien canton de Calédonia.

Considérations financières

Les propriétés évaluées dans le drain sont en partie responsables des coûts des travaux selon le rapport d'ingénieur respectif.

Contexte

Le département de drainage a reçu une demande pour un entretien sur le drain municipal McLeod Creek.

Rapport

L'entretien demandé par le propriétaire sur une partie Lot 9, concession 9 est sur le drain municipal McLeod Creek situé dans l'ancien canton de Caledonia.

À la suite d'une visite sur les lieux, le surintendant de drainage recommande ce nettoyage. Selon le surintendant de drainage, le drain aurait besoin d'un nettoyage sur deux longueurs majeures donc une rencontre sera planifiée avec les propriétaires de l'ensemble du bassin versant complet ce drain pour s'assurer s'il y a d'autres demandeurs qui souhaitent le faire nettoyer.

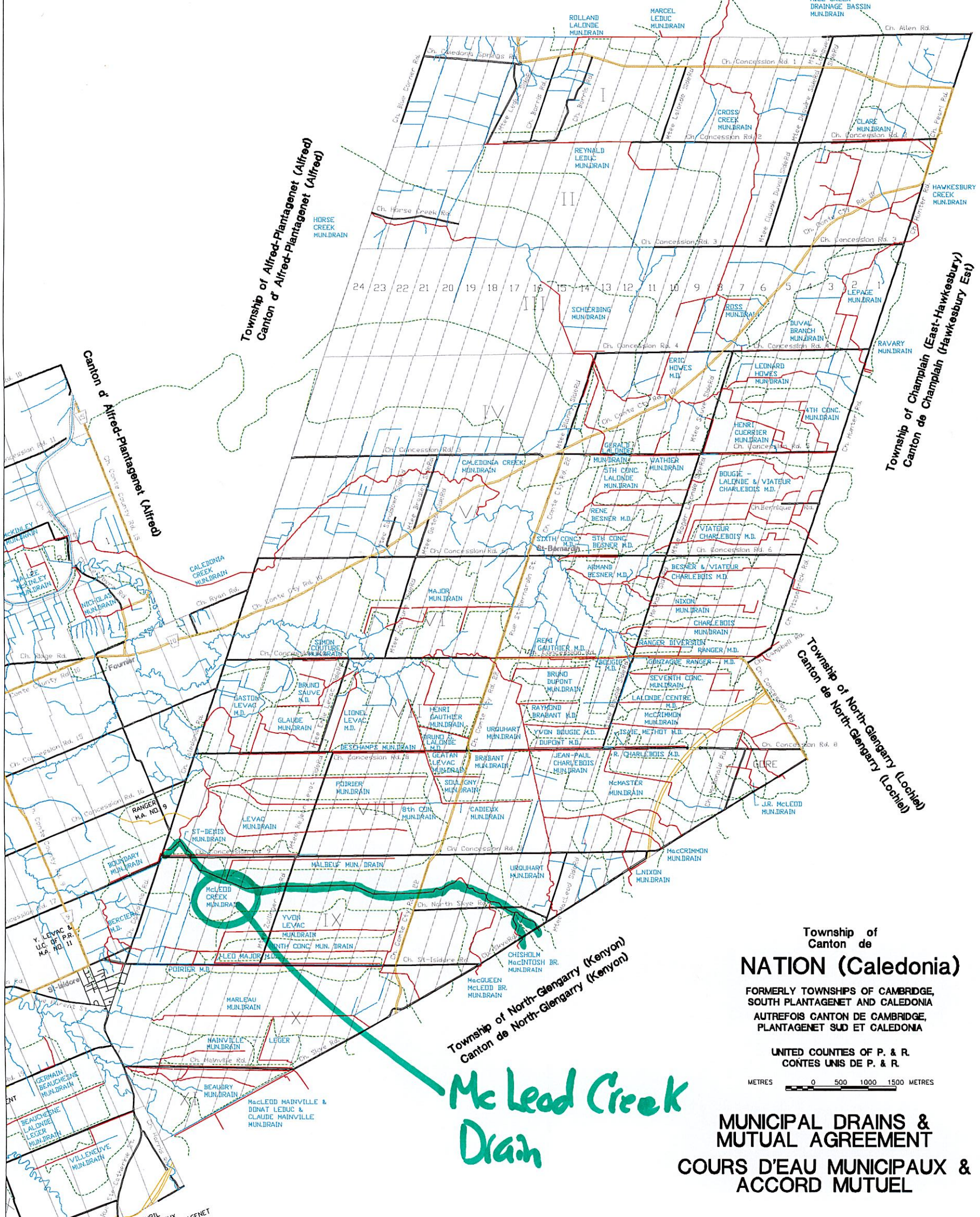
Liens aux priorités

Loi sur le drainage, L.R.O. 1990, chap. D.17 art. 74.- ENTRETIEN, RÉPARATION ET AMÉLIORATION
Entretien d'installations de drainage et coût

74. *Les installations de drainage construites en vertu d'un règlement municipal adopté aux termes de la présente loi ou d'une loi que celle-ci remplace, qui a trait à la construction ou à l'amélioration d'installations de drainage par voie d'une évaluation locale, sont entretenues et réparées par chacune des municipalités locales dont elles traversent le territoire, dans la mesure où ces installations de drainage sont situées dans les limites d'une telle municipalité. Les dépenses sont imputées à tous les biens-fonds et chemins situés en amont et qui ont fait l'objet d'une évaluation relativement à la construction ou l'amélioration des installations de drainage, proportionnellement à la répartition fixée dans le règlement municipal en vigueur y afférent. Dans le cas de chaque municipalité, la disposition relative à l'entretien ou la réparation des installations s'applique jusqu'à ce qu'elle soit modifiée ou fasse l'objet d'une décision à l'effet contraire à la suite du rapport de l'ingénieur ou d'un appel interjeté à son sujet.*

Pièce jointe - Carte de drains municipaux de l'ancien canton de Calédonia

Township of Champlain (Longueuil)
Canton de Champlain (Longueuil)



Township of Alfred-Plantagenet (Alfred)
Canton d'Alfred-Plantagenet (Alfred)

Township of Champlain (East-Hawkesbury)
Canton de Champlain (Hawkesbury Est)

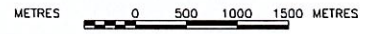
Township of North-Glengarry (Lochiel)
Canton de North-Glengarry (Lochiel)

Township of North-Glengarry (Kenyon)
Canton de North-Glengarry (Kenyon)

Township of
Canton de
NATION (Caledonia)

FORMERLY TOWNSHIPS OF CAMBRIDGE,
SOUTH PLANTAGENET AND CALEDONIA
AUTREFOIS CANTON DE CAMBRIDGE,
PLANTAGENET SUD ET CALEDONIA

UNITED COUNTIES OF P. & R.
CONTES UNIS DE P. & R.



MUNICIPAL DRAINS & MUTUAL AGREEMENT
COURS D'EAU MUNICIPAUX & ACCORD MUTUEL

LEGEND	LEGENDE
COUNTY ROADS VOIES DES CONTES	
PROVINCIAL HIGHWAYS ROUTES PROVINCIALES	
TOWNSHIP ROADS CHEMINS DE CANTON	
UNOPENED ROAD ALLOWANCES EMPRISES RESERVEES	
MUNICIPAL DRAINS COURS D'EAU MUNICIPAUX	
DRAINAGE AREA ZONE DE DRAINAGE	
NATURAL WATER COURSE COURS D'EAU NATUREL	
MUTUAL AGREEMENT COURS D'EAU / DRAIN	

BASE MAP FOR THIS
DRAWING WAS PROVIDED
BY THE SOUTH NATION
CONSERVATION AUTHORITY.

MAI 2006

MAP PREPARED BY:
CARTE PREPARE PAR:

Noise exemption application : Entrée # 2853

Name of applicant

Penny Collier

Address of applicant

[REDACTED]
[REDACTED]
[REDACTED]

Phone

[REDACTED]

Email

[REDACTED]

Site of Work or Event (Building Permit Number, if applicable)

Annual Family BBQ

Date Date(s) of Work or Event (maximum of 6 months)- From :

07/13/2024

Please Specify Time - From :

02:00 pm

Date - To :

07/14/2024

Please Specify Time - To :

12:00 am

Describe the source of the noise

Live Band

Describe the reasons why this exception should be granted

Have been hosting this event for over 10 years with no incidents and have always been approved for the noise permit

State the measures planned or presently being taken to mitigate the sound or noise

Live Band will shut down by 11:00 PM to coincide with bylaw regulations

Comments

Thank you in advance

**Demande pour une exemption au règlement sur le
bruit : Entrée # 2938**

Nom du demandeur

Paul Sauve

Adresse du demandeur

[REDACTED]
[REDACTED]
[REDACTED]

Téléphone

[REDACTED]

Courriel

[REDACTED]

Lieu de travail ou de l'événement (No. de permis de construction si applicable)

[REDACTED]

Date à laquelle l'exemption est requise (max 6 mois) - De :

07/20/2024

Veillez spécifier l'heure - De :

02:00 pm

Date - À :

07/21/2024

Veillez spécifier l'heure - À :

01:00 am

Décrivez le genre de bruit

Musique pour noce

Donnez les raisons pour lesquelles la demande devrait être approuvée

Nous nous marions à 14:00hr, et allons avoir familles et amies pour la réception et soirée,

Quelles mesures seront prises pour diminuer le bruit?

Système de sons maison et non un DJ commercial

Commentaires

Merci de nous accorder ce privilège pour notre mariage.

The Nation Municipality/Municipalité de la Nation
Accounts Payable Cheque Register Report - Caisse Populaire Nouvel-horizon Inc.-603910
For The Date Range From 05/29/2024 To 06/25/2024

For All Vendors And For Outstanding, Cleared Cheques - Computer Generated, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
14461	C	06/06/2024	7	A.L. BLAIR CONSTRUCTION LTD	\$59,087.52	O
14462	C	06/06/2024	243	LALONDE ALEXANDRE	\$1,500.00	O
14463	C	06/06/2024	436	PSD Citywide Inc.	\$9,040.00	O
14464	C	06/06/2024	684	QUATROSENSE ENVIRONMENTAL LTD	\$497.20	O
14465	C	06/06/2024	802	LAFRANCE MACHINE SHOP	\$475.04	O
14466	C	06/06/2024	939	SSQ INSURANCE COMPANY INC.	\$239.77	O
14467	C	06/06/2024	1052	BABINEAU MICHEL	\$100.00	O
14468	C	06/06/2024	1098	BLAIR ASPHALT PRODUCTS	\$378,174.45	O
14469	C	06/06/2024	1131	407 ETR	\$119.36	O
14470	C	06/06/2024	1200	LE COIN DU LIVRE	\$4,256.49	O
14471	C	06/06/2024	1202	ROY PHIL	\$2,000.00	O
14472	C	06/06/2024	1219	2443550 TRAITEUR LA BONNE BOUFFE	\$61.02	O
14473	C	06/06/2024	1700	ONTARIO LIBRARY SERVICE	\$474.60	O
14474	C	06/06/2024	1740	LANTHIER, PASCAL	\$500.00	O
14475	C	06/06/2024	1781	PLASTIC WELDING SERVICES	\$734.50	O
14476	C	06/06/2024	1919	CRYSTAL CLEAR WINDOW CLEANING	\$180.80	O
14477	C	06/06/2024	2884	TMJ CONSTRUCTION INC.	\$19,500.00	O
14478	C	06/06/2024	3076	INTACT PUBLIC ENTITIES	\$624.55	O
14479	C	06/06/2024	3111	SHADE GROUP INC	\$1,961.27	O
14480	C	06/06/2024	3127	JEREMY GAUTHIER	\$800.00	O
14481	C	06/06/2024	3137	LAFRANCE OSCAR	\$50.00	O
14482	C	06/06/2024	3163	G. DUPUIS PAVING & INTERLOCK INC.	\$4,520.00	O
14483	C	06/06/2024	3420	CANADIAN TIRE CASSELMAN #625	\$33.89	O
14484	C	06/06/2024	3460	LAVEUR DE VITRES LORTIE WINDOW CLEANING	\$192.10	O
14485	C	06/06/2024	3584	EASTERN ONTARIO WILDLIFE CONTROL	\$392.50	O
14486	C	06/06/2024	3585	SHERIN, LUCETTE	\$226.00	O
14487	C	06/06/2024	3586	FERNO CANADA	\$2,804.59	O
14488	C	06/06/2024	3588	PILON, JOANNE & PIERRE PAUL	\$776.86	O
14489	C	06/06/2024	3590	LEMOINE, MARC	\$500.00	O
14490	C	06/06/2024	3591	FOTHERGILL, DAVID	\$100.00	O
14491	C	06/06/2024	3592	RYAN, EVAN	\$25.00	O
14492	C	06/06/2024	3593	OUELETTE, STEPHANE	\$250.00	O
14493	C	06/06/2024	3594	LAURIN, SAMANTHA	\$100.00	O
14494	C	06/25/2024	7	A.L. BLAIR CONSTRUCTION LTD	\$1,299.30	O
14495	C	06/25/2024	102	CITE DE CLARENCE-ROCKLAND	\$86,091.83	O

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Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
14496	C	06/25/2024	227	LAFLECHE SALES AND SERVICE	\$136.73	O
14497	C	06/25/2024	268	BURELLE RENTOOLS	\$728.85	O
14498	C	06/25/2024	294	MINISTRY OF TRANSPORTATION	\$90.75	O
14499	C	06/25/2024	348	PIERRE RICHER PLUMBING INC	\$267.25	O
14500	C	06/25/2024	440	MINISTER OF FINANCE	\$4,782.56	O
14501	C	06/25/2024	584	BENSON SERVICE STATION	\$608.25	O
14502	C	06/25/2024	607	PENINSULA CONSTRUCTION INC.	\$14,407.50	O
14503	C	06/25/2024	756	EMBELLISSEMENT LIMOGES	\$1,390.00	O
14504	C	06/25/2024	849	ASSOCIATION OF ONTARIO ROAD SUPERVISORS	\$12,244.25	O
14505	C	06/25/2024	1098	BLAIR ASPHALT PRODUCTS	\$1,556.57	O
14506	C	06/25/2024	1200	LE COIN DU LIVRE	\$112.34	O
14507	C	06/25/2024	2456	SYSTEMES D'ENTREE ASSA ABLOY	\$2,405.91	O
14508	C	06/25/2024	3115	THIERRY BLUM	\$2,796.75	O
14509	C	06/25/2024	3212	ST-ONGE, GENEVIEVE	\$100.00	O
14510	C	06/25/2024	3241	C & C PLUMBING INC.	\$1,299.50	O
14511	C	06/25/2024	3262	ROBINSON CONSULTANTS	\$949.20	O
14512	C	06/25/2024	3277	IMPRIMERIE ANDRE 456 INC.	\$2,015.92	O
14513	C	06/25/2024	3411	MARC OLIVIER GRATTON	\$20.33	O
14514	C	06/25/2024	3418	BERTRAND PLUMBING & HEATING	\$4,243.57	O
14515	C	06/25/2024	3426	JANICK MAINVILLE	\$150.00	O
14516	C	06/25/2024	3555	LAFRANCE, JUSTIN	\$80.29	O
14517	C	06/25/2024	3570	CADE POWERSPORTS	\$281.23	O
14518	C	06/25/2024	3576	AT AERIALS INC.	\$1,129.98	O
14519	C	06/25/2024	3579	LEROUX, PIERRE	\$420.93	O
14520	C	06/25/2024	3587	PERRAS, JOANNE	\$1,140.92	O
14521	C	06/25/2024	3596	GOERKE MARIA	\$444.30	O
14522	C	06/25/2024	3598	VERANOVA	\$4,345.39	O
66723	E	06/06/2024	9	AALTO TECHNOLOGIES	\$923.02	O
66724	E	06/06/2024	12	A/C MECHANICAL REFRIGERATION LTD	\$2,302.38	O
66725	E	06/06/2024	30	BENSON AUTO PARTS EXTRA PIECES D'AUTO	\$436.58	O
66726	E	06/06/2024	66	BRENNTAG CANADA INC	\$7,562.66	O
66727	E	06/06/2024	71	BYTOWN LUMBER	\$723.31	O
66728	E	06/06/2024	75	CADUCEON ENTREPRISES INC	\$21,172.44	O
66731	E	06/06/2024	89	CASSELMAN CEMENT	\$11,317.55	O
66732	E	06/06/2024	91	CASSELMAN GAS BAR	\$199.05	O

Accounts Payable Cheque Register Report - Caisse Populaire Nouvel-horizon Inc.-603910

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Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
66733	E	06/06/2024	92	CASSELMAN CEMENT AG INC	\$157,106.12	O
66734	E	06/06/2024	101	LBEL INC	\$175.15	O
66735	E	06/06/2024	104	CLEARTECH INDUSTRIES INC	\$2,250.67	O
66736	E	06/06/2024	110	COLACEM CANADA INC	\$5,084.56	O
66737	E	06/06/2024	116	UNIAG COOPERATIVE	\$553.73	O
66738	E	06/06/2024	117	COOPERATIVE AGRICOLE D'EMBRUN	\$2,041.02	O
66739	E	06/06/2024	125	DA-LEE	\$60,039.59	O
66740	E	06/06/2024	145	ELECTROTEK INC	\$112.01	O
66741	E	06/06/2024	158	FERNAND DENIS INC	\$18,642.90	O
66742	E	06/06/2024	202	J.B. MOBILE MECHANIC INC	\$22,761.12	O
66743	E	06/06/2024	204	J.R BRISSON EQUIP LTEE	\$1,005.70	O
66744	E	06/06/2024	225	GFL ENVIRONMENTAL INC	\$8,355.22	O
66745	E	06/06/2024	256	LEROUX JOSEE	\$50.30	O
66746	E	06/06/2024	264	LEVAC PROPANE INC	\$338.43	O
66747	E	06/06/2024	269	LOCATION SHALKA RENTAL LTD	\$181.03	O
66748	E	06/06/2024	323	PAPETERIE GERMAIN INC	\$438.36	O
66749	E	06/06/2024	351	PNEU LANDRIAULT TIRE	\$4,664.70	O
66750	E	06/06/2024	400	SOLENO INC	\$894.45	O
66751	E	06/06/2024	459	VICE & HUNTER LLP	\$1,186.91	O
66752	E	06/06/2024	899	EMOND HARNDEN LLP/S.R.L.	\$1,843.03	O
66753	E	06/06/2024	1063	MALBEUF TECH SOLUTIONS	\$860.79	O
66754	E	06/06/2024	1259	SSC Maintenance Services Inc	\$3,611.36	O
66755	E	06/06/2024	1276	CAPITAL CONTROLS	\$26,091.86	O
66756	E	06/06/2024	1336	ON CALL CENTRE	\$240.63	O
66757	E	06/06/2024	1343	ONTARIO ONE CALL	\$96.94	O
66758	E	06/06/2024	1386	REGULVAR CANADA INC	\$2,802.40	O
66759	E	06/06/2024	1393	BEACON LITE (OTTAWA) LTD.	\$3,360.05	O
66760	E	06/06/2024	1794	COALWATER EXCAVATION INC.	\$666.70	O
66761	E	06/06/2024	1902	MATERIAUX PONT-MASSON RONA	\$124.09	O
66762	E	06/06/2024	2035	SUNBELT RENTALS, INC	\$109.16	O
66763	E	06/06/2024	2083	LEROUX CONSULTANT	\$9,240.58	O
66764	E	06/06/2024	2261	MD AUTO CARE INC	\$28.25	O
66765	E	06/06/2024	2423	W.O. STINSON & SON LTD.	\$29,222.21	O
66766	E	06/06/2024	3140	BOUCHER JEAN-LUC	\$250.00	O
66767	E	06/06/2024	3153	BOUTET PHILIPPE	\$445.00	O

The Nation Municipality/Municipalité de la Nation
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Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
66768	E	06/06/2024	3205	KNEBEL, NADIA	\$655.40	O
66769	E	06/06/2024	3214	DESCHAMPS, AMELIE	\$125.00	O
66770	E	06/06/2024	3218	AMAZON BUSINESS	\$589.07	O
66771	E	06/06/2024	3225	PITNEY WORKS	\$4,520.00	O
66772	E	06/06/2024	3374	PVC INDUSTRIAL PRODUCTS	\$506.80	O
66773	E	06/06/2024	3445	ICO TECHNOLOGIES INC	\$1,582.00	O
66774	E	06/06/2024	3459	CADIEUX SEBASTIEN	\$250.00	O
66775	E	06/06/2024	3520	9425-5973 QUEBEC INC.	\$867,806.15	O
66776	E	06/06/2024	3582	ABKM CONSULTING	\$546.10	O
66777	E	06/06/2024	3589	RESOURCE PRODUCTIVITY RECOVERY AUTHORITY	\$13.56	O
66778	E	06/25/2024	11	ABC DISPOSAL	\$645.26	O
66779	E	06/25/2024	30	BENSON AUTO PARTS EXTRA PIECES D'AUTO	\$1,616.09	O
66780	E	06/25/2024	34	PARTHAM ENGINEERING	\$485.90	O
66781	E	06/25/2024	35	BATTLESIELD INDUSTRIES LTD	\$25,768.29	O
66782	E	06/25/2024	36	BDO DUNWOODY SRL/LLP	\$9,672.80	O
66783	E	06/25/2024	65	BRAZEAU SANITATION INC	\$1,559.40	O
66784	E	06/25/2024	66	BRENNTAG CANADA INC	\$1,605.09	O
66785	E	06/25/2024	71	BYTOWN LUMBER	\$45.22	O
66786	E	06/25/2024	75	CADUCEON ENTREPRISES INC	\$2,262.99	O
66787	E	06/25/2024	76	CANAAN LOCK & SECURITY SYSTEMS	\$158.20	O
66788	E	06/25/2024	77	CANSEL SURVEY EQUIPMENT INC.	\$117.52	O
66789	E	06/25/2024	78	CAPITAL ELEVATOR LTD	\$367.25	O
66790	E	06/25/2024	80	MAXIBURO LTEE	\$632.54	O
66791	E	06/25/2024	84	CARRIERE & POIRIER EQUIPMENT	\$3,871.61	O
66792	E	06/25/2024	91	CASSELMAN GAS BAR	\$128.44	O
66793	E	06/25/2024	93	CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARI	\$167,421.75	O
66794	E	06/25/2024	101	LBEL INC	\$364.32	O
66795	E	06/25/2024	110	COLACEM CANADA INC	\$48,509.27	O
66796	E	06/25/2024	112	CONSEIL SCOLAIRE DISTRICT CATHOLIQUES EST ONTARIE	\$229,685.48	O
66797	E	06/25/2024	113	CONSEIL DES ECOLES PUBLIQUES	\$76,847.64	O
66798	E	06/25/2024	116	UNIAG COOPERATIVE	\$1,079.06	O
66800	E	06/25/2024	117	COOPERATIVE AGRICOLE D'EMBRUN	\$2,286.99	O
66801	E	06/25/2024	125	DA-LEE	\$97,231.42	O
66802	E	06/25/2024	145	ELECTROTEK INC	\$2,786.58	O
66803	E	06/25/2024	158	FERNAND DENIS INC	\$604.55	O

The Nation Municipality/Municipalité de la Nation
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For The Date Range From 05/29/2024 To 06/25/2024

For All Vendors And For Outstanding, Cleared Cheques - Computer Generated, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
66804	E	06/25/2024	163	FIRE SERVICE MANAGEMENT	\$207.92	O
66805	E	06/25/2024	171	FUTURE OFFICE PRODUCTS	\$830.41	O
66806	E	06/25/2024	174	BERCIER ELECTRIC INC	\$911.16	O
66807	E	06/25/2024	188	GROUPE ARCHAMBAULT INC	\$143.67	O
66808	E	06/25/2024	202	J.B. MOBILE MECHANIC INC	\$16,428.42	O
66809	E	06/25/2024	204	J.R BRISSON EQUIP LTEE	\$11,379.91	O
66810	E	06/25/2024	206	JEAN-CLAUDE CAYER ENTREPRISES	\$465.97	O
66811	E	06/25/2024	225	GFL ENVIRONMENTAL INC	\$9,756.88	O
66812	E	06/25/2024	260	LES FINS BECS	\$210.74	O
66813	E	06/25/2024	264	LEVAC PROPANE INC	\$324.25	O
66814	E	06/25/2024	289	MIKE'S WASTE DISPOSAL INC	\$41,940.48	O
66815	E	06/25/2024	313	OMERS	\$140,656.68	O
66816	E	06/25/2024	323	PAPETERIE GERMAIN INC	\$604.94	O
66817	E	06/25/2024	351	PNEU LANDRIAULT TIRE	\$10,237.93	O
66818	E	06/25/2024	359	PUROLATOR COURRIER LTD	\$146.47	O
66819	E	06/25/2024	382	SANI-SOL INC	\$60.07	O
66820	E	06/25/2024	400	SOLENO INC	\$1,310.87	O
66821	E	06/25/2024	405	SPROULE POWERLINE	\$1,418.72	O
66822	E	06/25/2024	444	TRAITEMENT D'EAU DESFORGES	\$85.90	O
66823	E	06/25/2024	450	UNITED COUNTIES OF PRESCOTT &	\$2,273,690.87	O
66824	E	06/25/2024	452	UPPER CANADA DISTRICT SCHOOL	\$470,519.28	O
66825	E	06/25/2024	453	UPPER CANADA ELEVATORS	\$1,596.00	O
66826	E	06/25/2024	458	VIA RAIL CANADA INC	\$1,635.00	O
66827	E	06/25/2024	537	AUTO SELECT CASSELMAN	\$212.44	O
66828	E	06/25/2024	577	EMCO WATERWORKS	\$5,187.52	O
66829	E	06/25/2024	821	S & L WASTETECH INC	\$141.25	O
66830	E	06/25/2024	841	KB MEDIA CORP	\$484.77	O
66831	E	06/25/2024	933	DROUIN CREATIONS	\$1,062.82	O
66832	E	06/25/2024	954	CDW CANADA INC.	\$628.86	O
66833	E	06/25/2024	1063	MALBEUF TECH SOLUTIONS	\$3,894.89	O
66834	E	06/25/2024	1095	PASCO EXCAVATION INC.	\$25,888.30	O
66835	E	06/25/2024	1282	ROY AIMEE	\$777.20	O
66836	E	06/25/2024	1316	BPM PROPERTY MAINTENANCE	\$14,622.25	O
66837	E	06/25/2024	1395	CASSELMAN CEMENT SA INC.	\$305.10	O
66838	E	06/25/2024	1405	ESI TECHNOLOGIES DE L'INFORMATION INC	\$10,747.15	O

The Nation Municipality/Municipalité de la Nation
Accounts Payable Cheque Register Report - Caisse Populaire Nouvel-horizon Inc.-603910
For The Date Range From 05/29/2024 To 06/25/2024

For All Vendors And For Outstanding, Cleared Cheques - Computer Generated, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
66839	E	06/25/2024	1773	A.D.R. DISTRIBUTION	\$147.63	O
66840	E	06/25/2024	1829	MAXI POWER ELECTRICAL SERVICES INC.	\$1,936.32	O
66841	E	06/25/2024	1842	SELECTCOM INC	\$7.38	O
66842	E	06/25/2024	1868	ULINE CANADA CORPORATION	\$258.74	O
66843	E	06/25/2024	1902	MATERIAUX PONT-MASSON RONA	\$424.24	O
66844	E	06/25/2024	2031	HACH SALES & SERVICE CANADA LP	\$3,104.34	O
66845	E	06/25/2024	2035	SUNBELT RENTALS, INC	\$15,224.40	O
66846	E	06/25/2024	2108	TELMATIK	\$437.88	O
66847	E	06/25/2024	2261	MD AUTO CARE INC	\$694.37	O
66848	E	06/25/2024	2423	W.O. STINSON & SON LTD.	\$33,773.22	O
66849	E	06/25/2024	2942	1995653 ONTARIO INC. O/A TAMAX	\$20,818.11	O
66850	E	06/25/2024	3041	BGIS INTEGRATED TECHNICAL SERVICES CANADA LTD.	\$3,163.36	O
66851	E	06/25/2024	3086	2341969 ONTARIO INC.	\$1,378.60	O
66852	E	06/25/2024	3205	KNEBEL, NADIA	\$150.00	O
66853	E	06/25/2024	3218	AMAZON BUSINESS	\$535.05	O
66854	E	06/25/2024	3306	ALARM SYSTEMS-BROCKVILLE	\$522.06	O
66855	E	06/25/2024	3347	CHARBONNEAU PROPERTY MAINTENANCE INC.	\$6,166.01	O
66856	E	06/25/2024	3359	REALTAX INC.	\$3,220.50	O
66857	E	06/25/2024	3444	CARRUTHERS JANICE	\$1,130.00	O
66858	E	06/25/2024	3475	PRO-X EXCAVATION	\$661.04	O
BELL CANADA	E	06/06/2024	43	BELL CANADA	\$1,590.14	O
BELL CANADA	E	06/06/2024	46	BELL CANADA	\$157.07	O
BELL CANADA	E	06/25/2024	43	BELL CANADA	\$669.49	O
BELL CANADA	E	06/25/2024	46	BELL CANADA	\$1,988.80	O
DESJARDINS SÉCURITÉ FINANCIÈRE,CIE	E	06/06/2024	3017	DESJARDINS SÉCURITÉ FINANCIÈRE,CIE	\$86,248.23	O
ENBRIDGE CONSUMER GAS	E	06/06/2024	146	ENBRIDGE CONSUMER GAS	\$2,798.90	O
ENBRIDGE CONSUMER GAS	E	06/25/2024	146	ENBRIDGE CONSUMER GAS	\$71.04	O
ESSO BUSINESS CARD - ROAD-188890	E	06/06/2024	479	ESSO BUSINESS CARD - ROAD-188890	\$438.79	O
ESSO BUSINESS CARD - ROAD-188890	E	06/25/2024	479	ESSO BUSINESS CARD - ROAD-188890	\$76.35	O
HYDRO ONE NETWORKS INC	E	06/06/2024	198	HYDRO ONE NETWORKS INC	\$100.41	O
HYDRO ONE NETWORKS INC	E	06/25/2024	198	HYDRO ONE NETWORKS INC	\$72,072.37	O

Accounts Payable Cheque Register Report - Caisse Populaire Nouvel-horizon Inc.-603910

For The Date Range From 05/29/2024 To 06/25/2024

For All Vendors And For Outstanding, Cleared Cheques - Computer Generated, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
MINISTER OF FINANCE	E	06/06/2024	291	MINISTER OF FINANCE	\$15,269.32	O
PETRO-CANADA SUPERPASS	E	06/25/2024	3449	PETRO-CANADA SUPERPASS	\$4,727.34	O
RECEVEUR GENERAL DU CANADA	E	06/06/2024	366	RECEVEUR GENERAL DU CANADA	\$97,653.24	O
RECEVEUR GENERAL DU CANADA	E	06/25/2024	366	RECEVEUR GENERAL DU CANADA	\$79,449.25	O
SHAW DIRECT	E	06/06/2024	1729	SHAW DIRECT	\$89.24	O
THE BEER STORE	E	06/06/2024	42	THE BEER STORE	\$2,437.51	O
VISA DESJARDINS	E	06/25/2024	465	VISA DESJARDINS	\$16,380.63	O
WORKPLACE SAFETY & INSURANCE	E	06/25/2024	474	WORKPLACE SAFETY & INSURANCE	\$22,115.18	O
WORKPLACE SAFETY INSURANCE	E	06/25/2024	475	WORKPLACE SAFETY INSURANCE	\$10,075.07	O
66722	E	05/27/2024	1238	VICE & HUNTER IN TRUST	\$1,308.11	
TOTAL					\$6,155,682.48	

Julie Langlois-Caisse

From: AMO Communications <communicate@amo.on.ca>
Sent: 6 juin 2024 10:01
To: Julie Langlois-Caisse
Subject: Externe-External: AMO Watchfile - June 6, 2024

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June 06, 2024

In This Issue

- AMO Board nominations open.
- RFP for consultancy services to develop an organizational Indigenous Action Plan.
- Free AMO/Conservation Ontario webinar - Register today!
- Municipal Codes of Conduct: Pre-Conference workshop August 17.
- AMO Conference - Be aware of scams!
- AMO 2024 Conference: Request delegation meetings by tomorrow, June 7.
- AMO members' guide to request, prepare for & participate in delegation meetings.
- Cybersecurity June 12 workshop for Municipally Elected Officials.
- Managing Communications During a Time of Crisis - June workshop.
- Navigating Conflict Relationships: Transforming conflict into collaboration.
- AMO's Healthy Democracy Forum - September 28-29, 2024.
- 2024 Safety of Our Cities Conference.
- Careers.

AMO Matters

Have you considered serving on AMO's Board? Participate in setting strategic objectives, policy and program initiatives, and the budget. Deadline to submit nomination form: Monday, June 24, 2024 at 12:00 p.m. (ET). [Click here](#) for more information.

AMO's leadership has committed to undertaking the development and implementation of an organizational IAP. We are seeking to engage a firm that will guide and support this initiative and AMO in integrating an Indigenous lens into our work. For more information and to download the RFP [click here](#).

[Registration open](#) to municipal elected officials and senior municipal staff for a webinar on June 14 with Conservation Ontario and AMO. The webinar explores recent updates to Conservation Authorities' roles in the land use planning and development process, and important considerations for municipal elected officials.

Education Opportunities

The [Municipal Codes of Conduct pre-conference workshop](#) on Saturday, August 17 is for those municipal leaders who are looking to guide and strengthen their council and corporation's conduct, behaviour, and practices. Register today - space is limited.

It is important to know that AMO will never solicit its members participation in our annual conference through other parties. A number of members have reported receiving emails from third parties to book your hotel rooms for the conference. This is a scam/phishing exercise. Be diligent, hackers are becoming more and more sophisticated. If it seems odd, or doesn't feel right, trust your instinct. Feel free to reach out to us at events@amo.on.ca.

The Ministry of Municipal Affairs and Housing (MMAH) has launched the delegation forms to request your meetings at the 2024 AMO Annual Conference. Submit your delegation request by **June 7, 2024, 5:00pm EST**. [English Delegation Requests](#) | [French Delegation Requests](#).

The [AMO Guide to Delegation Meetings](#) provides information for you to consider what issues to focus on for your delegation meetings, what information you need to provide in your delegation forms and how to prepare for your delegation meetings. Make the most of your delegation meetings with this guide.

AMO has partnered with the Toronto Metropolitan University's (TMU) Rogers Cybersecure Catalyst to prepare elected officials in understanding cybersecurity and to make critical decisions related to preventing, preparing for, and responding to cyber security incidents. Register for the [June 12 Cybersecurity workshop](#) to learn how to prevent, prepare, and respond.

During times of crisis such as natural disasters or public disruption, municipally elected officials find themselves at the front line and facing the expectations of providing up to date and useful information to their communities. The [June 19 Managing Communications through Crisis workshop](#) is an opportunity to develop and enhance your approach to managing all aspects of crisis communications during and emergency. Join your colleagues to learn techniques for effective and proactive communications with community and media.

Having conflict-free and collaborative relationships can play a significant role in helping locally elected officials carry out your collective responsibilities as decision-makers of their communities. Learn how to accomplish this at the [June 26-27 Navigating Conflict Relationships workshop](#).

Since 2022 AMO has been working on building a healthy and sustainable local democracy in Ontario. The [2024 Healthy Democracy Forum](#) is a 2 day working session on a number of initiatives and strategies for municipalities to undertake. Join government officials, academics, community leaders and colleagues. Read more about AMO's [Healthy Democracy Project](#). The Forum is in partnership with Toronto Metropolitan University.

Municipal Wire*

Peel Regional Police is pleased to host the 2nd Annual [Safety of Our Cities Conference](#) on September 16 to 18. The Conference will explore the transformation in addressing community safety and well-being and bring together law enforcement agencies with multi-sector stakeholders to promote collaboration and discuss innovative solutions in addressing root causes of the challenges faced by cities.

Careers

[Director, Operations & Community Services - Township of Oro-Medonte](#). Closing Date: June 7, 2024

[Customer Services Manager - City of Kawartha Lakes](#). Closing Date: June 7, 2024

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports

strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

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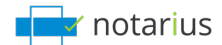
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Julie Langlois-Caisse

From: AMO Communications <communicate@amo.on.ca>
Sent: 13 juin 2024 10:01
To: Julie Langlois-Caisse
Subject: Externe-External: AMO Watchfile - June 13, 2024

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June 13, 2024

In This Issue

- AMO Board nominations open.
- Free AMO/Conservation Ontario webinar - Register today!
- EnAbling Change Program funding.
- Advertisements for Justice of the Peace vacancies.
- Municipal Codes of Conduct: Do not miss our in person workshop August 17.
- AMO Conference - Be aware of scams!
- Managing Communications During a Time of Crisis - June workshop.
- Navigating Conflict Relationships: Transforming conflict into collaboration.
- Understanding Competing Human Rights - September 26 workshop.
- AMO's Healthy Democracy Forum - September 28-29.
- Indigenous Community Awareness training.
- Hunt for efficiency in water and wastewater plants.
- Blog: Risk Financing.
- Careers.

AMO Matters

Have you considered serving on AMO's Board? Participate in setting strategic objectives, policy and program initiatives, and the budget. Deadline to submit nomination form: Monday, June 24, 2024 at 12:00 p.m. (ET). [Click here](#) for more information.

[Registration open](#) to municipal elected officials and senior municipal staff for a webinar on June 14 with Conservation Ontario and AMO. The webinar explores recent updates to Conservation Authorities' roles in the land use planning and development process, and important considerations for municipal elected officials.

Provincial Matters

The [EnAbling Change Program](#) provides grants of between \$5,000 and \$150,000 to municipalities and not-for-profit organizations, industry organizations and professional associations, to educate

stakeholders about accessibility, help support compliance with accessibility requirements and promote cultural awareness about the value and benefits of accessibility. Deadline: June 27, 2024

At the request of the Attorney General and in accordance with the *Justices of the Peace Act*, the Justices of the Peace Appointments Advisory Committee (JPAAC) invites applications for vacant justice of the peace positions in the province of Ontario. This is a full-time appointment that requires travel within the province. Applications must be received by 11:59 P.M. EST on July 31, 2024. [EN](#) | [FR](#).

Education Opportunities

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It is important to know that AMO will never solicit its members participation in our annual conference through other parties. A number of members have reported receiving emails from third parties to book your hotel rooms for the conference. This is a scam/phishing exercise. Be diligent, hackers are becoming more and more sophisticated. If it seems odd, or doesn't feel right, trust your instinct. Feel free to reach out to us at events@amo.on.ca.

During times of crisis such as natural disasters or public disruption, municipally elected officials find themselves at the front line and facing the expectations of providing up to date and useful information to their communities. The [June 19 Managing Communications through Crisis workshop](#) is an opportunity to develop and enhance your approach to managing all aspects of crisis communications during and emergency. Join your colleagues to learn techniques for effective and proactive communications with community and media.

Having conflict-free and collaborative relationships can play a significant role in helping locally elected officials carry out your collective responsibilities as decision-makers of their communities. Learn how to accomplish this at the [June 26-27 Navigating Conflict Relationships workshop](#).

AMO and Hicks Morley have developed training to support municipal elected officials and council in understanding their obligations related to human rights and understanding how to manage seemingly competing human rights. Register for this important [Competing Rights September 26 workshop](#).

Since 2022 AMO has been working on building a healthy and sustainable local democracy in Ontario. The [2024 Healthy Democracy Forum](#) is a 2 day working session on a number of initiatives and strategies for municipalities to undertake. Join government officials, academics, community leaders and colleagues. Read more about AMO's [Healthy Democracy Project](#). The Forum is in partnership with Toronto Metropolitan University.

OFIFC and AMO are offering training to build indigenous cultural competency in municipal government. Through a self-paced learning module and live virtual component, this training will provide knowledge and tools to utilize in moving improved and stronger Indigenous-municipal relations forward in Ontario. [Register today](#) for the October 8 workshop.

LAS

Do you want more efficient Water and Wastewater facilities? LAS offers professional [on-site energy workshops and treasure hunts](#) to help reduce energy consumption and lower your hydro bills in your plants. Training is eligible for IESO incentives. [Contact Christian](#) for more details.

Ontario municipalities' broad scope of responsibilities exposes them to a wider range of risks, making comprehensive risk management strategies and sufficient insurance coverage a key part of their strategic plans. Read about the options available for risk financing outside of traditional insurance procurement.

Careers

[Manager of Parking and Transit - City of Orillia](#). Closing Date: June 21

[General Manager/Secretary Treasurer - Saugeen Valley Conservation Authority](#). Closing Date: July 10.

[Economic Development Officer - County of Simcoe](#). Closing Date: June 28.

About AMO

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Julie Langlois-Caisse

From: AMO Communications <communicate@amo.on.ca>
Sent: 30 mai 2024 10:01
To: Julie Langlois-Caisse
Subject: Externe-External: AMO Watchfile - May 30, 2024

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May 30, 2024

In This Issue

- AMO Board nominations open.
- Conservation Authorities and Municipalities Working Together webinar.
- IPC Transparency Challenge.
- Municipal Codes of Conduct: Pre-Conference workshop August 17.
- AMO Conference - Be aware of scams!
- AMO 2024 Conference: Request delegation meetings by June 7.
- AMO members' guide to request, prepare for & participate in delegation meetings.
- Disability Inclusion Virtual Workshop - June 5.
- Cybersecurity June 12 workshop for Municipally Elected Officials.
- Managing Communications During a Time of Crisis - June workshop
- Navigating Conflict Relationships: Transforming conflict into collaboration.
- AI cybersecurity webinar: Safeguard Your Digital Future.
- Blog: Boost your Asset Management with a Digital Twin.
- On-demand webinar: Group Benefits Program Overview.
- Fill out this survey for a chance to win eSignature software.
- IESO Municipal Series - Operating for Energy Efficiency - W/WW.
- Registration opens for Western Ontario Municipal Conference.
- ParticipACTION: Win \$100,000 for your community!
- Call for delegates to SIESLR Conference.
- Careers.

AMO Matters

Have you considered serving on AMO's Board? Participate in setting strategic objectives, policy and program initiatives, and the budget. [Click here](#) for more information.

[Registration is now open](#) to municipal elected officials and senior municipal staff for a webinar on June 14 with Conservation Ontario and AMO. The webinar explores recent updates to Conservation Authorities' roles in the land use planning and development process, and important considerations for

municipal elected officials.

Provincial Matters

Show and tell us how your transparency project or program is modern and innovative, improves government transparency creatively, and has a solid positive impact for Ontarians. [Submissions](#) due May 31.

Education Opportunities

The [Municipal Codes of Conduct pre-conference workshop](#) on Saturday, August 17 is for those municipal leaders who are looking to guide and strengthen their council and corporation's conduct, behaviour, and practices. Register today - space is limited.

It is important to know that AMO will never solicit its members participation in our annual conference through other parties. A number of members have reported receiving emails from third parties to book your hotel rooms for the conference. This is a scam/phishing exercise. Be diligent, hackers are becoming more and more sophisticated. If it seems odd, or doesn't feel right, trust your instinct. Feel free to reach out to us at events@amo.on.ca.

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AMO Education has partnered with the Abilities Centre to deliver a workshop designed to enhance elected official understanding and approach to inclusion. Register for this important [Disability Inclusion June 5 workshop](#).

AMO has partnered with the Toronto Metropolitan University's (TMU) Rogers Cybersecure Catalyst to prepare elected officials in understanding cybersecurity and to make critical decisions related to preventing, preparing for, and responding to cyber security incidents. Register for the [June 12 Cybersecurity workshop](#) to learn how to prevent, prepare, and respond.

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LAS

Municipal Risk Managers! Join us for an [Artificial Intelligence \(A.I.\) 101 webinar](#) on June 25, 11:00 am. What is it and how is it being used today in Canada, around the world and within government.

In the world of managing infrastructure, new technologies are bringing about a significant change. [Read about digital twins](#) and what this means for your roads and sidewalks assessments.

Are you interested in learning more about our Group Benefits trends and our LAS program offered with Mosey and Mosey? If you were looking to attend the webinar on May 22, but couldn't make it, you can watch the recording [here](#).

Want to reduce energy consumption at your treatment plants? Join the IESO webinar on June 4 to

review key principles of energy efficiency and gain insights on potential for energy optimization while protecting your effluent quality. [Register here](#) today.

[Share feedback](#) on what would help your municipality tackle its biggest digital citizen service challenges. Answer 10 short questions for a chance to win a 60-day Enterprise free trial of ConsignO Cloud, AMO's preferred eSignature platform.

Municipal Wire*

WOWC is holding its annual [Western Ontario Municipal Conference](#) in Chatham-Kent on October 25, 2024. Explore and collaborate on a wide range of topics affecting our municipalities.

On June 1, ParticipACTION will celebrate National Health and Fitness Day and launch its search for Canada's Most Active Community. Past winners of the challenge include Enderby, BC (2019), North Grenville, ON (2021), Red Deer, AB (2022), and Salisbury, NB (2023). To learn more about how to participate, visit ParticipACTION's [website](#).

Explore economic trends impacting Canada and the world at the [Summer Institute on Economic Security and Local Resilience \(SIESLR\)](#) conference on July 18-19 in Orillia. Register by June 1.

Careers

[Chief Administrative Officer - City of Guelph](#). Closing Date: June 27, 2024.

[Assistant Park Superintendent, Business Operations Lead - Ministry of the Environment, Conservation and Parks](#). Closing date: Jun 7, 2024.

About AMO

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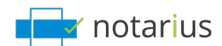
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A ROOM FOR EVERYONE – HOMELESSNESS PREVENTION PRESCOTT-RUSSELL

STATISTICS
•
JUNE 2024

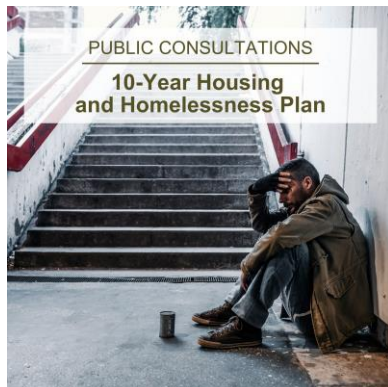
Shower project at the Hawkesbury Sports Complex.

Andrew (SVS), Rhéal (By-law) and I were present at the Robert Hartley Sports Complex on every Tuesday in the month of May 2024. Unfortunately, no one was present to use the available shower. We'll continue the project in June, and the Homelessness Prevention Committee will then be in a better position to reassess its relevance.

Every Tuesday, from May 7 to August 6, 2024
Between 10:30 a.m. and 11:30 a.m.
Shower products available on site.



Spread the word to your clients and promote the shower project.



The UCPR will be developing a new Ten-Year Housing and Homelessness Plan, and we need your input.

Participate in the public consultation to be held on June 6, 2024, from 5 to 7 p.m., at the UCPR Council Chambers (59 Court Street in L'Original). Come share your insights to help improve housing and homelessness services in our region.

Please confirm your attendance by filling out the form available at this link: <https://forms.office.com/r/YmDLy3EdCT>.

For more information, visit our website: https://en.prescott-russell.on.ca/stay/public_notices.

Statistics are based on 59 homeless people as of June 1, 2024

- 36 women and 23 men
- 8 Alfred-Plantagenet, 1 Casselman, 6 Champlain, 3 Clarence-Rockland, 29 Hawkesbury, 1 East-Hawkesbury, 5 Russell, 1 La Nation, 6 Moved out of P-R
- 35 adults, 19 families with children and 5 Youth (ages 16 to 25) with kid(s)
- 33 “couch surfing,” 17 outdoors and 9 in residences or shelters.
- 8 Canada Pension Plan, 1 Employment insurance, 4 full-time job, 7 no income, 19 Ontario Disability Support Program, 17 Ontario Works, 2 part-time job, 1 Quebec social assistance.
- 4 legal issues, 1 interpersonal issues, 16 family difficulties, 1 financial issues and 36 housing issues, 1 health issues.

To reach us:

Manon Lalonde: 613-675-4661
Nadia Séguin : 613-363-2954

BNL.LPN@prescott-russell.on.ca
Télécopieur : 1-877-844-9797



May 30th, 2024

Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

ATTENTION: Hon. Doug Ford

Dear Premier Ford,

Resolution – RE: Hastings County Motion regarding sustainable infrastructure funding for small rural municipalities

Please be advised that the Council of the Corporation of the Township of Lanark Highlands passed the following resolution at their regular meeting held May 14th, 2024:

Moved by Councillor Kelso

Seconded by Councillor Summers

THAT, Council supports the resolution from Hastings County regarding Sustainable Infrastructure Funding for Small Rural Municipalities;

AND THAT, this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Shelby Kramp-Neuman, Hastings-Lennox Addington; MPP Ric Bresee Hastings-Lennox Addington, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus and all Municipalities in Ontario.

Resolved

Sincerely,

Amanda Noël,
Clerk/Acting CAO



Encls.

- c.c. The Honourable Justin Trudeau, Prime Minister of Canada
- The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada
- Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation
- The Honourable Doug Ford, Premier of Ontario
- The Honourable Kinga Surma, Ontario Minister of Infrastructure
- The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing
- MP Shelby Kramp-Neuman, Hastings-Lennox Addington
- MPP Ric Bresee Hastings-Lennox Addington
- AMO
- ROMA
- FCM
- Eastern Ontario Wardens' Caucus
- All Municipalities in Ontario



Office of the Warden, C.A.O. & Clerk
Hastings County

235 Pinnacle St. Postal Bag 4400,
Belleville ON K8N 3A9

Tel: (613) 966-1311

Fax: (613) 966-2574

www.hastingscounty.com

April 17, 2024

Honourable Doug Ford, Premier of Ontario
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Delivered via email

doug.fordco@pc.ola.org

premier@ontario.ca

RE: Hastings County Motion regarding sustainable infrastructure funding for small rural municipalities

Please be advised that Hastings County Council, at its meeting held on March 28, 2024, passed the following resolution:

WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads and bridges and water wastewater and municipally owned buildings including recreational facilities and libraries;

WHEREAS in 2018, the Ontario government mandated all Ontario municipalities to develop capital asset management plans with the stipulation that they be considered in the development of the annual budget;

WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

WHEREAS the only application approved through the recently awarded Housing Accelerator Fund to a small rural municipality was to Marathon Ontario, who received an allocation of \$1.9 million dollars while over \$1.369 billion going to Ontario's large urban centres, resulting in a 0.2% investment in rural Ontario;

WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway;

WHEREAS small rural Ontario cannot keep pace with the capital investments required over the next 20 years unless both the Provincial and Federal Governments come forward with new sustainable infrastructure funding;

WHEREAS it is apparent that both the Federal and Ontario Governments have neglected to recognize the needs of small rural Ontario;

NOW THEREFORE BE IT RESOLVED THAT Hastings County call on the Ontario and Federal Government to implement sustainable infrastructure funding for small rural municipalities;

AND THAT small rural municipalities are not overlooked and disregarded on future applications for funding;

AND THAT both the Federal and Ontario Governments begin by acknowledging that there is an insurmountable debt facing small rural municipalities;

AND THAT both the Federal and Ontario Governments immediately commission a Working Group that includes a member of the Eastern Ontario Wardens Caucus, to develop a plan on how to deal with the impending debt dilemma;

AND FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Shelby Kramp-Neuman, Hastings-Lennox Addington; MPP Ric Bresee Hastings-Lennox Addington, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus and all Municipalities in Ontario.

If you have any questions regarding the above motion, please do not hesitate to contact me directly.

Sincerely,



Cathy Bradley
Director of Legislative Services

“Via Email: Premier@ontario.ca”

May 24th, 2024

The Honorable Doug Ford
Premier of Ontario

Re: Increase Ontario Community Infrastructure Fund

This will serve to advise you that Council of the Corporation of the Town of Cochrane, at its regular meeting held Tuesday, May 14th, 2024, passed the following resolution pertaining to the above noted:

“Resolution No. 283-2024

Moved by: Councillor Sylvie Charron-Lemieux

Seconded by: Councillor France Bouvier

WHEREAS like the City of Toronto, The Corporation of the Town of Cochrane and all municipalities in the Province of Ontario are experiencing significant financial and budgetary pressures including those related to infrastructure development, maintenance, and repairs, and are seeking reasonable solutions to address the same while balancing their financial books; and

WHEREAS the uploading of municipal highway infrastructure to the Province of Ontario or, alternatively, appropriately increasing the Ontario Community Infrastructure Fund to Ontario municipalities will assist municipalities in addressing such financial challenges;

THEREFORE, BE IT RESOLVED THAT the Province of Ontario:

(i) upload from local municipalities the responsibility of and costs associated with the continued construction, operation, and maintenance of major municipally owned highways throughout the Province of Ontario to the Ontario Ministry of Transportation; or

(ii) alternatively, if uploading is not the preferred option of the Province and/or local municipality, to appropriately increase the Ontario Community Infrastructure Fund to municipalities so as to fairly and equitably allocate resources to Ontario municipalities.

FURTHERMORE, THAT a copy of this resolution be circulated to all municipalities in Ontario; the Association of Municipalities of Ontario; Timiskaming-Cochrane MPP, John Vanthof; the Ontario Minister of Transportation, the Hon. Prabmeet Singh Sarkaria; and the Premier of Ontario, the Hon. Doug Ford.

CARRIED.”



THE TOWN OF COCHRANE

171 Fourth Avenue
Cochrane, Ontario, Canada, P0L 1C0
T: 705-272-4361 | F: 705-272-6068
E: townhall@cochraneontario.com



ONTARIO, CA

COCHRANE

WONDERFULLY UNEXPECTED

Your attention to this matter is greatly appreciated!

Yours truly,

THE CORPORATION OF THE TOWN OF COCHRANE

Alice Mercier
Clerk

AM/ed

c.c: All Ontario Municipalities;
Association of Municipalities of Ontario;
Ontario Minister of Transportation, Hon. Prabmeet Singh Sarkira;
Timiskaming-Cochrane MPP, John Vanthof



THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN

DATE May 27, 2024 Resolution No. 2024 - 068

MOVED BY Councillor EDWARDS


SECONDED BY Councillor LAHAYE

BE IT RESOLVED that Council for the Municipality of Mattawan support the resolution Hastings County and the Municipality of East Ferris, calling on the Ontario and Federal Governments to implement sustainable infrastructure funding for small rural municipalities;

AND FURTHER THAT small rural municipalities are not overlooked and disregarded on future applications for funding;

AND FURTHER THAT both the Federal and Ontario Governments begin by acknowledging that there is an insurmountable debt facing small rural municipalities;

AND FURTHER THAT AND FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Anthony Rota, MPP Vic Fedeli, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus, Good Roads and all Municipalities in Ontario.

CARRIED Mayor Peter Murphy 

DIVISION VOTE

NAME OF MEMBER OF COUNCIL	YEAS	NAYS
<u>Councillor Bell</u>	_____	_____
<u>Councillor Edwards</u>	_____	_____
<u>Councillor Lahaye</u>	_____	_____
<u>Councillor Lemaire</u>	_____	_____

REGULAR COUNCIL MEETING
HELD
May 14th, 2024

2024-104

Moved by Deputy Mayor Rooyakkers
Seconded by Councillor Champagne

THAT Council for the Municipality of East Ferris support the resolution from Hastings County calling on the Ontario and Federal Government to implement sustainable infrastructure funding for small rural municipalities;

AND FURTHER THAT small rural municipalities are not overlooked and disregarded on future applications for funding;

AND FURTHER THAT both the Federal and Ontario Governments begin by acknowledging that there is an insurmountable debt facing small rural municipalities;

AND FURTHER THAT AND FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Anthony Rota, MPP Vic Fedeli, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus, Good Roads and all Municipalities in Ontario.

Carried Mayor Rochefort

CERTIFIED to be a true copy of
Resolution No. 2024-104 passed by the
Council of the Municipality of East Ferris
on the 14th day of May, 2024.



Kari Hanselman, Dipl. M.A.
Clerk



Thursday June 13, 2024

The Right Honourable Justin Trudeau, Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON
K1A 0A2

Dear Prime Minister Trudeau,

Re: Infrastructure Small Rural Municipalities

Please be advised that at their last Regular Meeting of Council on Thursday, June 6, 2024, the Council for the Corporation of the Township of North Dundas supported the following resolution:

Resolution #2024-138

Moved By: Councillor Uhrig

Seconded By: Councillor Lennox

THAT the Council of the Township of North Dundas supports resolution number C-2024-165 from the Township of Georgian Bay dated May 13, 2024 regarding the implementation of sustainable infrastructure funding for small rural municipalities and actions to address the impending debt dilemma facing small rural municipalities;

AND THAT a copy of this resolution be sent to the Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Eric Duncan, Stormont-Dundas-South Glengarry; MPP Nolan Quinn, Stormont-Dundas-South Glengarry, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus and all Municipalities of Ontario.

Result: Carried.

A copy of the resolution from the Township of Georgian Bay is attached.

Yours Sincerely,

Nancy Johnston, MBA
Director of Corporate Services/Clerk
Encl. (2)



The Township of Georgian Bay
Resolutions
Council - 13 May 2024

Item 12.(a)

Date: May 13, 2024

C-2024-165

Moved by Councillor Stephen Jarvis
Seconded by Councillor Peter Cooper

WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads and bridges and water wastewater and municipally owned buildings including recreational facilities and libraries ;

WHEREAS in 2018, the Ontario government mandated all Ontario municipalities to develop capital asset management plans with the stipulation that they be considered in the development of the annual budget;

WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

WHEREAS the only application approved through the recently awarded Housing Accelerator Fund to a small rural municipality was to Marathon Ontario, who received an allocation of \$1.9 million dollars while over \$1.369 billion going to Ontario's large urban centres, resulting in a 0.2% investment in rural Ontario;

WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway;

WHEREAS small rural Ontario cannot keep pace with the capital investments required over the next 20 years unless both the Provincial and Federal Governments come forward with new sustainable infrastructure funding;

WHEREAS it is apparent that both the Federal and Ontario Governments have neglected to recognize the needs of small rural Ontario;

NOW THEREFORE BE IT RESOLVED THAT the Township of Georgian Bay call on the Ontario and Federal Government to implement sustainable infrastructure funding for small rural municipalities;

AND THAT small rural municipalities are not overlooked and disregarded on future applications for funding;

AND THAT both the Federal and Ontario Governments begin by acknowledging that there is an insurmountable debt facing small rural municipalities;

AND THAT both the Federal and Ontario Governments immediately commission a Working Group that includes a member of the Eastern Ontario Wardens Caucus, to develop a plan on how to deal with the impending debt dilemma;

AND FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Shelby Kramp-Neuman, Hastings-Lennox Addington; MPP Ric Bresee Hastings-Lennox Addington, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus and all Municipalities in Ontario.

Carried Defeated Recorded Vote Referred Deferred

Recorded Vote:

	For	Against	Absent
Councillor Brian Bocek			
Councillor Peter Cooper			
Councillor Kristian Graziano			
Councillor Allan Hazelton			
Councillor Stephen Jarvis			
Councillor Steven Predko			
Mayor Peter Koetsier			

Peter Koetsier, Mayor

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

SECONDED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

Motion #: 10

Resolution #:

Date: June 11, 2024

WHEREAS, Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads and bridges and water wastewater and municipally owned buildings including recreational facilities and libraries;

WHEREAS, in 2018, the Ontario government mandated all Ontario municipalities to develop capital asset management plans with the stipulation that they be considered in the development of the annual budget;

WHEREAS, small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

WHEREAS, the only application approved through the recently awarded Housing Accelerator Fund to a small rural municipality was to Marathon Ontario, who received an allocation of \$1.9 million dollars while over \$1.369 billion going to Ontario's large urban centres, resulting in a 0.2% investment in rural Ontario;

WHEREAS, the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway;

WHEREAS, small rural Ontario cannot keep pace with the capital investments required over the next 20 years unless both the Provincial and Federal Governments come forward with new sustainable infrastructure funding;

WHEREAS, it is apparent that both the Federal and Ontario Governments have neglected to recognize the needs of small rural Ontario;

Recorded vote requested:

	For	Against
Tom Armstrong		
Patricia Hull		
Paul Kelly		
Lynne Paquette		
Patty Quinn		

I declare this motion

<input type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair: _____

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

SECONDED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

Motion #: 11

Resolution #:

Date: June 11, 2024

NOW THEREFORE BE IT RESOLVED THAT the Township of Larder Lake call on the Ontario and Federal Government to implement sustainable infrastructure funding for small rural municipalities; And

THAT small rural municipalities are not overlooked and disregarded on future applications for funding; And

THAT both the Federal and Ontario Governments begin by acknowledging that there is an insurmountable debt facing small rural municipalities; And

THAT both the Federal and Ontario Governments immediately commission a Working Group that includes a member of the Eastern Ontario Wardens Caucus, to develop a plan on how to deal with the impending debt dilemma; And

FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; Timiskaming-Cochrane MPP, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus and all Municipalities in Ontario.

Recorded vote requested:

	For	Against
Tom Armstrong		
Patricia Hull	✓	
Paul Kelly	✓	
Lynne Paquette	✓	
Patty Quinn	✓	

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair:

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.



BOARD OF DIRECTORS MEETING

Meeting No. 04/24

Thursday, April 18th, 2024 – 9:15 a.m.

Watershed Room, SNC



Directors Present:

Steve Densham, Stormont Dundas Glengarry, Chair
 George Darouze, City of Ottawa
 Catherine Kitts, City of Ottawa
 Genevieve Lajoie, Prescott Russell
 Mathew Luloff, City of Ottawa (*electronic participation*)
 Linda Payant, City of Ottawa
 Bill Smirle, Stormont Dundas Glengarry
 Tom Smyth, Stormont Dundas Glengarry
 Adrian Wynands, Leeds Grenville, Vice Chair

Regrets:

Pierre Leroux, Prescott Russell
 François St. Amour, Prescott Russell
 Deb Wilson, Leeds Grenville

Staff Present:

Carl Bickerdike, Chief Administrative Officer
 Johanna Barkley, Director of Finance
 Ronda Boutz, Secretary-Treasurer
 Michelle Cavanagh, Team Lead, Special Projects
 James Holland, Senior Planner
 Sandra Mancini, Managing Director, Natural Hazards and Infrastructure
 Alison McDonald, Managing Director, Approvals
 Eric McGill, Corporate Counsel
 John Mesman, Managing Director, Property, Conservation Lands and Community Outreach
 Pat Piitz, Team Lead Property
 Monique Sauve, Chief Building Official

Guests:

Owen Murdoch, Councillor's Assistant, City of Ottawa
 Amanda Kristalovich, Councillor's Assistant, City of Ottawa
 (*electronic participation*)



TRADITIONAL LAND ACKNOWLEDGEMENT

John Mesman, Managing Director, Property, Conservation Lands and Community Outreach, read an Indigenous land acknowledgement.

CHAIRS REMARKS

Steve Densham, Chair, called the SNC Board of Directors meeting of April 18th, 2024 to order at 9:15 a.m. Chair Densham commented on the recent successful meetings held at the SNC Office, including Municipal Information Day and the inaugural SNC Watershed Advisory Committee Meeting.

APPROVAL OF SNC BOARD OF DIRECTORS MEETING AGENDA

RESOLUTION NO. BD-068/24

Moved by: Bill Smirle
Seconded by: George Darouze

RESOLVED THAT:

The members approve the April 18th, 2024 Board of Directors meeting agenda as submitted.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

There were no Declarations of Conflict of Interest.

SNC PROJECT UPDATE – POWERPOINT PRESENTATION

Staff presented project and program updates.

REQUEST FOR APPROVAL:

A. BOARD OF DIRECTORS ANNUAL GENERAL MEETING MINUTES OF MARCH 21ST, 2024

RESOLUTION NO. BD-069/24

Moved by: George Darouze
Seconded by: Catherine Kitts

RESOLVED THAT:

The Members approve the Board of Directors Annual General Meeting Minutes of March 21st, 2024 as submitted.

CARRIED



NEW BUSINESS

REQUEST FOR APPROVAL: APPOINTMENT OF PAST CHAIR

RESOLUTION NO. BD-070/24

Moved by: Bill Smirle
 Seconded by: Catherine Kitts

RESOLVED THAT:

The Board of Directors appoint Councillor George Darouze, City of Ottawa, as South Nation Conservation Past Chair.

CARRIED

REQUEST FOR APPROVAL: DISBURSEMENTS FOR 2024 PARTNERSHIP PROGRAMS

RESOLUTION NO. BD-071/24

Moved by: Genevieve Lajoie
 Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors approves undertaking and disbursement of funds for the following Partnership Programs in 2024:

Program	2023 Encumbered Funds ¹	2024 Funds
1. Eastern Ontario Water Resources Program (EOWRP)		
a) United Counties of Prescott and Russell (UCPR) Floodplain Mapping Project	\$0	\$25,000
b) City of Ottawa: Advancing Early Warning Tools in the SNR Watershed	\$13,743	\$0
c) City of Ottawa: Modelling Water Systems on Farms in the Bear Brook Watershed	\$13,000	\$0
2. UCPR Woodlot Advisory Service	\$0	\$20,000
3. SDG Woodlot Advisory Service	\$0	\$20,000
4. City of Ottawa Special Levy Programs		
a) Ottawa Tree Replacement Program	\$86,852	To be confirmed ²
b) Ottawa Rural Clean Water Program	\$283,568	To be confirmed ²
Total	\$97,163	\$65,000

¹ Funding approved in 2023 and carried forward to 2024 budget for project completion.

² 2024 special levies approval pending, report will be brought back to the Board following City Council approval.

CARRIED



The Board recessed for a break at 9:55 a.m.
Board reconvened from break at 10:07 a.m.
Matt Luloff joined the meeting virtually at 10:07 a.m.

REQUEST FOR APPROVAL: VEHICLE PURCHASE AND DISPOSAL

RESOLUTION NO. BD-072/24

Moved by: Tom Smyth
Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Board of Directors approve the purchase of a Crossover-type vehicle to an upset limit of approximately \$30,000 plus HST; and

FURTHER THAT:

The Board of Directors approve disposal of a surplus vehicle.

CARRIED

REQUEST FOR APPROVAL: 2024 SNC INSURANCE RENEWAL

RESOLUTION NO. BD-073/24

Moved by: George Darouze
Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Board of Directors approve the renewal of the Authority's insurance with Marsh Canada at an upset limit of approximately \$173,624.20 including taxes.

CARRIED

REQUEST FOR APPROVAL: MONIES RECEIVED AND DISBURSEMENT REGISTER FOR MARCH 2024

RESOLUTION NO. BD-074/24

Moved by: Adrian Wynands
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors receive and file the money received report for March 2024; and

FURTHER THAT:

The Board of Directors approve the Disbursement Register of \$4,127,522.37 for March 2024.

CARRIED



**REQUEST FOR APPROVAL: STORMWATER MANAGEMENT AND DRAINAGE
REVIEWS SERVICE CONTRACT EXTENSION**

RESOLUTION NO. BD-075/24

Moved by: Catherine Kitts
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors approve extending the stormwater management and drainage reviews service contract with Stantec Consulting Ltd. to December 31, 2024 to an upset limit of \$70,000.

CARRIED

UPDATE: PLANNING ACTIVITY

RESOLUTION NO. BD-076/24

Moved by: Adrian Wynands
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors receive and file the Planning Activity update for March 2024.

CARRIED

UPDATE: PERMITS ISSUED

RESOLUTION NO. BD-077/24

Moved by: Tom Smyth
Seconded by: Bill Smirle

RESOLVED THAT:

The Board of Directors receive and file the update on permits issued under Ontario Regulation 170/06 for March 2024.

CARRIED

UPDATE: ENFORCEMENT OF ONTARIO REGULATION 170/06

RESOLUTION NO. BD-078/24

Moved by: George Darouze
Seconded by: Genevieve Lajoie

RESOLVED THAT:

The Board of Directors receive and file the update on reported regulation concerns for the month of March 2024.

CARRIED



UPDATE: ON-SITE SEWAGE PERMITS RECEIVED

RESOLUTION NO. BD-079/24

Moved by: Geneveive Lajoie
Seconded by: Linda Payant

RESOLVED THAT:

The Board of Directors receive and file the on-site sewage permits received update for March 2024.

CARRIED

RECOGNITION: YEARS SERVICE

RESOLUTION NO. BD-080/24

Moved by: George Darouze
Seconded by: Adrian Wynands

RESOLVED THAT:

The Board of Directors recognize and thank Monique Sauve, Jacques Levert, Mike Leger, and Carl Bickerdike for their years service working with South Nation Conservation.

CARRIED

SUPPLEMENTAL AGENDA

None

CORRESPONDENCE

None

RESOLUTION NO. BD-081/24

Moved by: Bill Smirle
Seconded by: George Darouze

RESOLVED THAT:

The Board of Directors send a letter to member Pierre Leroux, Prescott Russell, thanking him for his contributions to the Board of Directors and service as a member of the SNC Executive Committee.

CARRIED



DATES OF UCOMING MEETINGS

Third Thursday, at 9:00 a.m., unless indicated otherwise:

- May 16th, 2024
- June 20th, 2024
- July 18th, 2024
- August – no scheduled meeting

FUTURE MOTIONS OF THE BOARD AND/OR DISCUSSION OF SNC ISSUES

None.

ADJOURNMENT

RESOLUTION NO. BD-082/24

Moved by: Bill Smirle
Seconded by: Tom Smyth

RESOLVED THAT:

The Board of Directors Meeting of April 18th, 2024
be adjourned at 10:48 a.m.

CARRIED

Steve Densham,
Chair.

Carl Bickerdike,
Chief Administrative Officer.

/rb



Memorandum

To: Mayor Francis Brière, Council, CAO Pierre Leroux
From: Carl Bickerdike, Chief Administrative Officer
Date: June 5, 2024
RE: **Public Consultation: Draft Wetland Mapping - Ontario Regulation 41/24.**

Conservation Authorities are required to regulate development within natural hazard areas, like floodplains and unstable slopes, as well as wetlands, watercourses, and shorelines (S. 28 of the *Conservation Authorities Act*). Since 2006, South Nation Conservation has implemented Regulations Policies through Ontario Regulation 170/06.

On April 1, 2024, the Government of Ontario replaced individual Conservation Authority regulations with Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits. The goal of the new regulation is to streamline approvals and establish a standardized approach.

In response to these legislative changes, South Nation Conservation (SNC), Rideau Valley Conservation Authority (RVCA), and Raisin Region Conservation Authority (RRCA) have worked together to update their existing development activity policies, procedures, and wetland mapping that guide development under the Conservation Authorities Act and Ontario Regulation 41/24.

Updated wetland mapping is available for review and includes the addition of Locally Significant Wetlands and a reduction to the regulated area surrounding wetlands (from 120 m to 30 m) where development activities require a permit.

A public consultation period is now underway to review these updates and provide input on draft wetland mapping. Meetings can be scheduled with Conservation Authority staff or people may attend one of the following open houses (drop in format).

2024 UPDATED WETLAND MAPPING PUBLIC CONSULTATIONS

RVCA/SNC	R.J. Kennedy Community Centre 1115 Dunning Road, Ottawa ON Tuesday, June 25 th , 2024 3:00 pm – 8:00 pm
RVCA/SNC	RVCA Administrative Office 3889 Rideau Valley Drive, Manotick, ON Wednesday, June 26 th , 2024 3:00 pm – 8:00 pm
SNC/RRCA	SNC Administrative Office 38 Victoria St., Finch, ON Thursday, June 27 th , 2024 3:00 pm – 8:00 pm





SOUTH NATION
CONSERVATION
DE LA NATION SUD

Wetlands provide significant ecosystem services and benefits including flood attenuation, erosion protection, groundwater recharge, filtration of drinking water supplies, wildlife refuge, and forest cover, as well as recreational, educational, and research opportunities. Wetlands are also usually associated with unstable, organic soils and may not be suited to development.

For more information, to request a meeting, and to view the interactive property maps with wetland boundaries please visit: www.nation.on.ca/consultations.

Meetings are also being organized with local agricultural organizations throughout June 2024 to provide additional opportunities for stakeholder input. Residents are invited to attend an open house or schedule a meeting with staff to learn more.

Should you have any questions, please feel free to contact a member of our team at info@nation.on.ca or 1-877-984-2948.

Sincerely,

Carl Bickerdike
Chief Administrative Officer



Mémoire

À : Maire Francis Brière, Conseil, DG Pierre Leroux
De : Carl Bickerdike, Directeur général
Date: le 5 juin 2024
Objet : **Consultation publique : Ébauche de cartographie des zones humides –
Règlement de l'Ontario 41/24**

Les offices de protection de la nature sont tenus de réglementer le développement dans les zones de risque naturel comme les plaines inondables et les pentes instables ainsi que les zones humides, les cours d'eau et les rivages (article 28 de la Loi sur les offices de protection de la nature). Depuis 2006, la Conservation de la Nation Sud a mis en œuvre des politiques de réglementation par le biais du Règlement de l'Ontario 170/06.

Le 1er avril 2024, le gouvernement de l'Ontario a remplacé les règlements individuels des offices de protection de la nature par le Règlement de l'Ontario 41/24 : Activités interdites, exemptions et permis. L'objectif du nouveau règlement est de rationaliser les approbations et d'établir une approche standardisée.

En réponse à ces changements législatifs, la Conservation de la Nation Sud (CNS), l'Office de protection de la nature de la vallée Rideau (RVCA) et l'Office de protection de la nature de la région Raisin (RRCA) ont travaillé ensemble pour mettre à jour leurs politiques, procédures et cartographie des terres humides existantes en matière d'activités de développement qui guident le développement dans le cadre de la Loi sur les offices de protection de la nature et le Règlement de l'Ontario 41/24.

La mise à jour de la cartographie des zones humides est disponible pour examen et comprend l'ajout de zones humides d'importance locale et une réduction de la zone réglementée entourant les zones humides (de 120 m à 30 m) où les activités de développement nécessitent un permis.

Une période de consultation publique est actuellement en cours pour examiner ces mises à jour et fournir des commentaires sur le projet de cartographie des zones humides. Des réunions peuvent être planifiées avec le personnel de l'Office de protection de la nature ou les gens peuvent assister à l'une des journées portes ouvertes suivantes (en format libre).

CONSULTATION PUBLIQUE SUR LA MISE À JOUR DE LA CARTOGRAPHIE DES ZONES HUMIDES 2024	
RVCA/CNS	Centre communautaire R.J. Kennedy 1115, chemin Dunning, Ottawa, ON le mardi 25 juin 2024 15h00 – 20h00
RVCA/CNS	Bureau administratif de la RVCA 3889, promenade Rideau Valley, Manotick, ON le mercredi 26 juin 2024 15h00 – 20h00
CNS/RRCA	Bureau administratif de la CNS 38, rue Victoria, Finch, ON le jeudi 27 juin 2024 15h00 – 20h00



SOUTH NATION
CONSERVATION
DE LA NATION SUD

Les zones humides fournissent d'importants services et avantages écosystémiques, notamment l'atténuation des inondations, protection contre l'érosion, recharge des eaux souterraines, filtration des réserves d'eau potable, refuge faunique, et le couvert forestier, ainsi que des opportunités de loisirs, d'éducation et de recherche. Les zones humides sont également généralement associées à des sols organiques instables et peuvent ne pas être adaptés au développement.

Pour plus d'informations, pour demander une réunion et pour consulter les cartes interactives des propriétés avec les limites des zones humides, veuillez visiter :
www.nation.on.ca/fr/developpement/consultations-publiques

Des réunions sont également organisées avec les organisations agricoles locales tout au long du mois de juin 2024 pour offrir des possibilités supplémentaires de participation des parties prenantes. Les résidents sont invités à assister à une journée portes ouvertes ou planifiez une réunion avec le personnel pour en savoir plus.

Si vous avez des questions, n'hésitez pas à contacter un membre de notre équipe à info@nation.on.ca ou au 1-877-984-2948.

Sincèrement,

Carl Bickerdike
Directeur général

“Via Email: roma@roma.on.ca; info@goodroads.ca”

May 24th, 2024

Rural Ontario Municipality Association
Att: Board of Directors

Ontario Good Roads Association
Att: Board of Directors

Re: Return to Combined ROMA and OGRA Conference

This will serve to advise you that Council of the Corporation of the Town of Cochrane, at its regular meeting held Tuesday, May 14th, 2024, passed the following resolution pertaining to the above noted:

“Resolution No. 282-2024

Moved by: Councillor Sylvie Charron-Lemieux

Seconded by: Councillor Rodney Hoogenhoud

WHEREAS as a past attendee of combined conferences, it makes great sense for the OGRA & ROMA conferences to be returned to a combined conference effort, not only financially for the municipality but also for availability for participation of members of Council and staff; and

WHEREAS these conferences afford a vital opportunity for delegations with members of our provincial parliament, returning to a combined conference provides a better respect to their availability and participation; and

WHEREAS during the 2019 OGRA conference AGM a resolution was passed regarding the re-establishment of an annual combined conference for both OGRA & ROMA; and

WHEREAS it is understandable that little movement has happened since the resolution at the 2019 OGRA conference AGM was passed, due to delays of the COVID-19 pandemic; and

WHEREAS not all persons who wish to attend can do so in person, that a hybrid participation option be considered for the sessions;

THEREFORE, BE IT RESOLVED THAT the Council of the Corporation of the Town of Cochrane call upon both the ROMA & OGRA boards to re-establish a combined OGRA & ROMA annual conference.

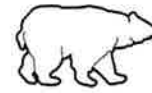
FURTHERMORE THAT this resolution be circulated to all municipalities in Ontario; the Premier of Ontario, the Hon. Doug Ford; the Minister of Municipal Affairs and Housing, the Hon. Paul Calandra; and the Timiskaming-Cochrane MPP, John Vanthof.

CARRIED.”



THE TOWN OF COCHRANE

171 Fourth Avenue
Cochrane, Ontario, Canada, P0L 1C0
T: 705-272-4361 | F: 705-272-6068
E: townhall@cochraneontario.com



ONTARIO, CA

COCHRANE
WONDERFULLY UNEXPECTED

Your attention to this matter is greatly appreciated!

Yours truly,

THE CORPORATION OF THE TOWN OF COCHRANE

Alice Mercier
Clerk

AM/ed

c.c: All Ontario Municipalities;
Premier of Ontario, Hon. Doug Ford;
Minister of Municipal Affairs and Housing, Hon. Paul Calandra;
Timiskaming-Cochrane MPP, John Vanthof





CORPORATE SERVICES DEPARTMENT
TELEPHONE 613-968-6481
FAX 613-967-3206

City of Belleville

169 FRONT STREET
BELLEVILLE, ONTARIO
K8N 2Y8

May 16, 2024

Todd Smith, MPP
Prince Edward Hastings
5503 Hwy 62 S., Phase 1, Unit #4
Belleville, ON K8N 4Z7

via e-mail: Todd.Smithco@pc.ola.org

Ric Bresee, MPP
Hastings-Lennox&Addington
8 Dundas St. W
Napanee, ON K7R 1Z4

via e-mail: Ric.Bresee@pc.ola.org

Dear Minister Smith and Minister Bresee:

**RE: City of Belleville Healthcare Resolution in Support of Family
Doctors
New Business
10. Belleville City Council Meeting, May 13, 2024**

This is to advise you that at the Council Meeting of May 13, 2024, the following resolution was approved.

“WHEREAS, the Province of Ontario is responsible for providing quality health care to all residents of Ontario;

AND WHEREAS, Family medicine is the backbone of the healthcare system and providing timely access to a primary health care provider for everyone in the Province is essential and should be the Provincial Government’s highest priority;

AND WHEREAS, the shortage of family physicians across the province has reached a crisis point where millions of Ontario residents do not have a family doctor and hospitals, emergency rooms and clinics are overloaded by the health care needs of Ontario residents;

AND WHEREAS, studies have shown that without access to a primary care provider, patients end up with poorer health outcomes and it costs the health care system more;

AND WHEREAS, the Province of Ontario could address this issue quickly and efficiently by increasing wages paid to family physicians and lessening the administrative burden all family doctors face with managing practices;

THEREFORE BE IT RESOLVED THAT:

The Province of Ontario take immediate action to ensure family physicians are properly compensated with immediate fee increases and that the administrative burden now being experienced by family doctors be reduced so they have more time to see their patients;

AND FURTHER THAT, the City Clerk forward Council's resolutions resulting from Council's approval of these recommendations to premier Doug Ford, Health Minister Sylvia Jones, MPP Todd Smith, MPP Ric Bresee, the Association of Municipalities of Ontario and to the municipal Clerks of Ontario's municipalities;

AND FURTHER THAT Council request a direct response from the MPPs within 30 days."

Thank you for your attention to this matter.

Yours truly,



Matt MacDonald
Director of Corporate Services/City Clerk

MMacD/nh
Pc: Premier Doug Ford
Health Minister Sylvia Jones
AMO
Municipal Clerks of Ontario

THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN


DATE May 27, 2024 Resolution No. 2024 - 069

MOVED BY Councillor EDWARDS

SECONDED BY Councillor LAHAYE

BE IT RESOLVED that Council for the Municipality of Mattawan support the resolution from the City of St. Catharine's and the Municipality of East Ferris regarding petitioning the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population;

AND FUTHER THAT that this resolution will be forwarded to all municipalities in Ontario for support, the Premier of Ontario, Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry, MPP Anthony Rota, MPP Vic Fedeli, AMO, AMCTO, and MLE.

CARRIED Mayor Peter Murphy 

DIVISION VOTE

NAME OF MEMBER OF COUNCIL	YEAS	NAYS
<u>Councillor Bell</u>	_____	_____
<u>Councillor Edwards</u>	_____	_____
<u>Councillor Lahaye</u>	_____	_____
<u>Councillor Lemaire</u>	_____	_____



East Ferris
MUNICIPALITY • MUNICIPALITÉ

RECEIVED
MAY 17 2024

REGULAR COUNCIL MEETING
HELD
May 14th, 2024

2024-106
Moved by Councillor Kelly
Seconded by Councillor Champagne

THAT Council for the Municipality of East Ferris support the resolution from the City of St. Catharines regarding petitioning the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native (“exotic”) wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario’s citizens and the non-native (“exotic”) wild animal population;

AND FUTURE THAT that this resolution will be forwarded to all municipalities in Ontario for support, the Premier of Ontario, Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry, MPP Anthony Rota, MPP Vic Fedeli, AMO, AMCTO, and MLEAO.

Carried Mayor Rochefort

CERTIFIED to be a true copy of
Resolution No. 2024-106 passed by the
Council of the Municipality of East Ferris
on the 14th day of May, 2024.

Kari Hanselman, Dipl. M.A.
Clerk



April 23, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building
1 Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

**Re: Provincial Regulations Needed to Restrict Keeping of Non-native ("exotic") Wild Animals
Our File 35.11.2**

Dear Premier Ford,

At its meeting held on April 8, 2024, St. Catharines City Council approved the following motion:

WHEREAS Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and

WHEREAS the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native ("exotic") wild animals in captivity; and

WHEREAS non-native ("exotic") wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and

WHEREAS the keeping of non-native ("exotic") wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and

WHEREAS owners of non-native ("exotic") wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and

WHEREAS municipalities have struggled, often for months or years, to deal with non-native ("exotic") wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and



WHEREAS the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

THEREFORE BE IT RESOLVED that the City of St. Catharines hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population; and

BE IT FURTHER RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support, the Premier of Ontario, Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry, MPP Jennie Stevens, MPP Sam Oosterhoff, MPP Jeff Burch, AMO, AMCTO, and MLEAO.

If you have any questions, please contact the Office of the City Clerk at extension 1524.

A handwritten signature in blue ink, appearing to read "Kristen Sullivan".

Kristen Sullivan, City Clerk
Legal and Clerks Services, Office of the City Clerk
:av

cc: The Honourable Michael S. Kerzner, Solicitor General
The Honourable Graydon Smith, Minister of Natural Resources and Forestry
Local MPPs
Association of Municipalities of Ontario (AMO)
Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)
Municipal Law Enforcement Officers' Association of Ontario (MLEAO)
All Municipalities of Ontario

March 20, 2024

Julie Kirkelos, Clerk
Town of Lincoln
4800 South Service Road
Beamsville ON L0R 1B1

SENT ELECTRONICALLY

jkirkelos@lincoln.ca

Re: Increased Funding to Libraries and Museums in Ontario

Please be advised that at its meeting of March 19, 2024, the Council of the Corporation of the Township of Wainfleet passed the following motion:

“**THAT** Correspondence item C-2024-067 from the Town of Lincoln respecting Increased Funding to Libraries and Museums in Ontario be received and supported.”

Should you have any questions, please contact me at achrastina@wainfleet.ca or 905-899-3463 ext. 224.

Regards,



Amber Chrastina
Deputy Clerk

Cc: Premier of Ontario
Sam Oosterhoff, MPP Niagara West
Local Area Municipalities

4800 SOUTH SERVICE RD
BEAMSVILLE, ON L0R 1B1

905-563-8205

February 28, 2024

SENT VIA EMAIL: Premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Honourable Doug Ford:

RE: Town of Lincoln Council Resolution – Urgent Need for Increased Funding to Libraries and Museums in Ontario

Please be advised that the Council of the Corporation of the Town of Lincoln at its Council Meeting held on February 26, 2024, passed the following motion regarding an Urgent Need for Increased Funding to Libraries and Museums in Ontario:

Resolution No: RC-2024-23

Moved by Mayor Easton; Seconded by Councillor Mike Mikolic

WHEREAS the provincial funding for public libraries is currently based on population levels from 25 years ago, which fails to reflect the substantial growth and changing needs of our communities. The Town of Lincoln Council wishes to draw your attention to the "Overdue" report of 2023 from the Canadian Urban Council, which emphasizes the pivotal role libraries play in various aspects of community life, including knowledge distribution, culture, health, reconciliation, belonging, and our democracy; and

WHEREAS libraries, situated at the heart of our communities, serve as multifaceted institutions catering to diverse needs. They provide essential services such as access to culture and information, refuge for those experiencing domestic violence, election information centers, job search facilities, health clinics, language learning centers for newcomers, and spaces for educational and community events. Despite their vital role, public libraries in Ontario have not seen an increase in provincial funding for over 25 years, leading to a decrease in the value of the province's investment by over 60%; and

WHEREAS the Town of Lincoln Council urges the Provincial Government to

consider increasing provincial funding for Ontario's public libraries to address critical shared priorities and community needs. While over 90% of library funding comes from local municipal governments, provincial operating funding is crucial for providing stability to library budgets, especially in times of inflation, technological changes, and increasing demands on libraries as community hubs; and

WHEREAS the Town of Lincoln Council would like to bring to the Provincial Government's attention the pressing need to increase the funding envelope for the Community Museum Operating Grant (CMOG). The Town of Lincoln currently receives \$25,000 annually, the maximum amount through this grant, but the funding envelope has remained stagnant for over 15 years. This limitation hampers the ability of community museums to offset increasing operational expenses, impacting their role in preserving and promoting local stories, attracting cultural tourists, supplementing school curriculum, and contributing to vibrant and vital communities; and

WHEREAS the Lincoln Museum and Cultural Centre is a community hub critical to the health and vibrancy of our community. An increase in CMOG funding will enable our museum to continue its valuable service to the community, creating a sense of place, attracting cultural tourists, and preserving local stories that define our unique identity; and

WHEREAS Cultural institutions, particularly museums, play a vital role in shaping and preserving our community's identity. They contribute to tourism, social participation, senior well-being, skill-building, and learning. As the largest government funder for most of Ontario's smaller museums, municipalities create value in their communities through the work of these institutions.

THEREFORE, BE IT RESOLVED THAT the Town of Lincoln Council urges the Provincial Government to support increasing funding to both public libraries and community museums. Recognizing these institutions as national assets and strategically investing in their potential will contribute significantly to renewing post-pandemic social cohesion, economic well-being, and community resilience; and

BE IT FURTHER RESOLVED THAT this resolution be circulated to the Province, the Minister of Tourism, Culture and Sport, Association of Municipalities of Ontario (AMO), the Niagara Region, the 12 Local Area Municipalities in Niagara and all municipalities of Ontario for endorsement.

CARRIED

If you require any additional information, please do not hesitate to contact the undersigned.

Regards,



Julie Kirkelos

Town Clerk

jkirkelos@lincoln.ca

JK/dp

Cc: Premier of Ontario
Minister of Tourism, Culture and Sport
Association of Municipalities of Ontario (AMO)
Ann-Marie Norio, Clerk, Niagara Region
Local Area Municipalities
All Ontario Municipalities

May 28, 2024

Town of Lincoln
4800 South Service Road
Beamsville, ON
LOR 1B1

Attention: Ms. Julie Kirkelos, Director of Legislative Services/Town Clerk

Dear Ms. Kirkelos,

RE: Town of Lincoln Council Resolution – Urgent Need for Increased Funding to Libraries and Museums in Ontario

Please be advised that the Council of the Corporation of the Township of West Lincoln at its Council Meeting held on May 27, 2024, passed the following motion regarding an Urgent Need for Increased Funding to Libraries and Museums in Ontario:

Resolution

That the correspondence from the Corporation of the Town of Lincoln, dated February 28, 2024 be received and supported.

If you require any additional information, please do not hesitate to contact the undersigned.

Sincerely,



Justin J. Paylove
Director of Legislative Service/Clerk
jpaylove@westlincoln.ca

JJP/jmt

cc. Premier of Ontario
Minister of Tourism, Culture and Sport
Association of Municipalities of Ontario (AMO)
Ann-Marie Norio, Clerk, Niagara Region
Local Area Municipalities
All Ontario Municipalities



Report to Council

Report Number: F-15-2024

Subject: Budget Planning Process – 2025 budget

Date of the meeting: June 24, 2024

Prepared by: Nadia Knebel, Treasurer

Circulated to and/or collaborated with: n/a

Approval: Pierre Leroux, CAO

In agreement with the recommendation based on the contents of this report.

Recommendation

That Council approves the budget process timeline for the 2025 budget as proposed in this report.

Financial Considerations

No financial implications involved with the budget process.

Context

In preparation for the 2025 fiscal year, the Finance department would like to propose the timeline and procedures for the upcoming budget process.

Report

The proposed timeline is as follows:

1. Preparation Phase

- **June:** Administration begins preliminary budget preparations, reviewing current strategic and master plans such as the Strategic Plan, Parks and Recreation Master Plan, and the Economic & Tourism Development Plan.

2. Public Participation Phase

- **Early August:** Announcement of public meeting and submission guidelines.
- **September 16:** Public meeting for residents to present budget requests to the Council. This meeting is an opportunity for the Council to receive requests and ask questions. No decisions are made at this stage. We will encourage residents and organizations to pre-register as delegates on a first-come, first-served basis, and allow those unregistered to speak after the registered delegates.
- **End of September:** Deadline for written submissions from the public. Following the public meeting, a window until the end of September will be provided for residents to submit their requests in writing, ensuring those unable to attend the meeting can still participate.

3. Initial Review Phase

- **Early October:** Compilation of public and Council member requests.
- **October 14:** Delivery of the preliminary budget with initial overview to the Council for information purposes.

4. Council Deliberation Phase

- **November 6-7:** Scheduled two-day sessions for detailed Council deliberations. These sessions will provide a forum for detailed discussions and adjustments to the budget. Dates are proposed and subject to change.

5. Budget Presentation Phase

- **November 18:** Presentation of the final draft budget for Council's consideration.

Relevance to priorities

The proposed timeline aligns with the municipality's priorities of transparency, public engagement, and strategic alignment. By enhancing public participation and ensuring the budget process is in sync with strategic documents, the municipality aims to improve operational efficiency and meet community needs effectively.

Communication Plan

- The September 16 public meeting will be announced on our website, social media, and local newspapers in early August giving participants enough time to prepare their requests and register. Leading up to the date of the meeting, reminders will be posted on our website and social media.
- Budget meeting dates will be announced on our website and social media channels so the public is aware of when those deliberations will take place.
- Once approved, the final budget will be published on our website and its posting will be announced on our website and social media channels.

Attachments

Schedule A – Proposed advertisement

SCHEDULE A

Proposed advertisement

BUDGET

Le budget municipal fixe des objectifs et oriente les décisions en matière d'achat, de construction et de réparation.

Il est temps de préparer vos demandes pour le budget 2025!

La municipalité de La Nation invite les groupes communautaires et les résidents à venir présenter leurs demandes pour le budget de 2025 en personne le lundi 16 septembre 2024 à xxh.

Pour les groupes ou résidents ne pouvant pas se présenter en personne, une soumission écrite peut être envoyée avant le 30 septembre 2024 à tresorerie@nationmun.ca.

Dates des réunions budgétaires:

14 octobre—Présentation du budget préliminaire

xx novembre—Délibérations budgétaires

xx novembre—Présentation du budget final

The municipal budget sets goals and guides decision on what to purchase, build, and repair.

It is time to prepare your 2025 budget requests!

The Nation municipality invites community groups and residents to come and present their requests for the 2025 budget in person on Tuesday September 17, 2024 at xx:00.

For groups or residents unable to attend in person, a written submission can be sent by September 30, 2024 to tresorerie@nationmun.ca.

Budget meeting dates:

October 14—Preliminary budget presentation

November xx—Budget deliberations

November xx—Final budget presentation

POUR PLUS D'INFORMATION | FOR MORE INFORMATION

tresorerie@nationmun.ca | nationmun.ca
| 613-764-5444

**Corporation de la Municipalité de la Nation
Corporation of the Nation Municipality**

**États financiers consolidés /
Consolidated Financial Statements**

Pour l'exercice clos le 31 décembre 2023 /
For the year ended December 31, 2023

**Corporation de la Municipalité de la Nation
Corporation of the Nation Municipality**

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Responsabilité de la direction à l'égard des états financiers consolidés / Management's Responsibility for the Consolidated Financial Statements

Les états financiers consolidés présentés sont dressés conformément aux Normes comptables canadiennes pour le secteur public.

Les états financiers consolidés sont la responsabilité de la direction et ont été approuvés par le conseil municipal.

Pour évaluer certains faits et opérations, la direction a procédé à des estimations d'après la meilleure appréciation qu'elle avait de la situation et en tenant compte de l'importance relative.

La direction a la responsabilité de maintenir des systèmes de contrôle interne et de comptabilité appropriés qui fournissent une assurance raisonnable que les politiques de la Municipalité sont suivies, que ses opérations sont effectuées conformément aux lois et autorisations appropriées, que ses biens sont convenablement conservés et que les états financiers consolidés reposent sur des registres comptables fiables.

Les pouvoirs et les compétences de la Municipalité sont exercés par le conseil municipal.

Les responsabilités du conseil municipal comprennent la surveillance du processus de présentation et de communication de l'information financière, ce qui englobe notamment la révision et l'approbation des états financiers consolidés.

L'auditeur indépendant, BDO Canada s.r.l./LLP, a audité les états financiers consolidés et a présenté le rapport qui suit.

Ottawa (Ontario)
date de rapport

The accompanying consolidated financial statements are prepared in accordance with Canadian public sector accounting standards.

The consolidated financial statements are the responsibility of management and have been approved by the municipal council.

To assess certain facts and operations, management has made estimates based on its best judgment of the situation and by taking into account materiality.

Management is responsible for maintaining appropriate internal control and accounting systems that provide reasonable assurance that the Municipality's policies are adopted, that its operations are carried out in accordance with the appropriate laws and authorizations, that its assets are adequately safeguarded, and that the consolidated financial statements are based on reliable accounting records.

The Municipality's power and responsibilities are exercised by the municipal council.

The responsibilities of the municipal council include overseeing financial reporting and presentation procedures, which includes reviewing and approving the consolidated financial statements.

The independent auditor, BDO Canada LLP, has audited the consolidated financial statements and presented the following report.

Ottawa, Ontario
Report Date

Nadia Lockhart Knebel, CPA
Trésorière
Treasurer

Rapport de l'auditeur indépendant / Independent Auditor's Report

Aux membres du conseil municipal, résidents et contribuables de la Corporation de la Municipalité de la Nation

Opinion

Nous avons effectué l'audit des états financiers consolidés de la Corporation de la Municipalité de la Nation (la Municipalité), qui comprennent l'état consolidé de la situation financière au 31 décembre 2023 et les états consolidés des résultats, de la variation de la dette nette et des flux de trésorerie pour l'exercice clos à cette date, ainsi que les notes, y compris le résumé des principales méthodes comptables.

À notre avis, les états financiers consolidés ci-joints donnent, dans tous leurs aspects significatifs, une image fidèle de la situation financière consolidée de la Municipalité au 31 décembre 2023, ainsi que des résultats de ses activités, de la variation des actifs financiers nets et de ses flux de trésorerie sur une base consolidée pour l'exercice clos à cette date, conformément aux Normes comptables canadiennes pour le secteur public.

Fondement de l'opinion

Nous avons effectué notre audit conformément aux normes d'audit généralement reconnues du Canada. Les responsabilités qui nous incombent en vertu de ces normes sont plus amplement décrites dans la section *Responsabilités de l'auditeur à l'égard de l'audit des états financiers consolidés* du présent rapport. Nous sommes indépendants de la Municipalité conformément aux règles de déontologie qui s'appliquent à notre audit des états financiers consolidés au Canada et nous nous sommes acquittés des autres responsabilités déontologiques qui nous incombent selon ces règles. Nous estimons que les éléments probants que nous avons obtenus sont suffisants et appropriés pour fonder notre opinion d'audit.

Responsabilités de la direction et des responsables de la gouvernance à l'égard des états financiers consolidés

La direction est responsable de la préparation et de la présentation fidèle des états financiers consolidés conformément aux Normes comptables canadiennes pour le secteur public, ainsi que du contrôle interne qu'elle considère comme nécessaire pour permettre la préparation d'états financiers consolidés exempts d'anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs.

Lors de la préparation des états financiers consolidés, c'est à la direction qu'il incombe d'évaluer la capacité de la Municipalité à poursuivre son exploitation, de communiquer, le cas échéant, les questions relatives à la continuité de l'exploitation et d'appliquer le principe comptable de continuité d'exploitation, sauf si la direction a l'intention de liquider la Municipalité ou de cesser son activité ou si aucune solution réaliste ne s'offre à elle.

To the members of municipal council, inhabitants and ratepayers of the Corporation of the Nation Municipality

Opinion

We have audited the consolidated financial statements of the Corporation of the Nation Municipality (the Municipality), which comprise the consolidated statement of financial position as at December 31, 2023, and the consolidated statements of operations, changes in net debt and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Municipality as at December 31, 2023, and the consolidated results its operations, consolidated changes in its net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Rapport de l'auditeur indépendant / Independent Auditor's Report

Il incombe aux responsables de la gouvernance de surveiller le processus d'information financière de la Municipalité.

Responsabilités de l'auditeur à l'égard de l'audit des états financiers consolidés

Nos objectifs sont d'obtenir l'assurance raisonnable que les états financiers consolidés pris dans leur ensemble sont exempts d'anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs, et de délivrer un rapport de l'auditeur contenant notre opinion. L'assurance raisonnable correspond à un niveau élevé d'assurance, qui ne garantit toutefois pas qu'un audit réalisé conformément aux normes d'audit généralement reconnues du Canada permettra toujours de détecter toute anomalie significative qui pourrait exister. Les anomalies peuvent résulter de fraudes ou d'erreurs et elles sont considérées comme significatives lorsqu'il est raisonnable de s'attendre à ce que, individuellement ou collectivement, elles puissent influencer sur les décisions économiques que les utilisateurs des états financiers consolidés prennent en se fondant sur ceux-ci.

Dans le cadre d'un audit réalisé conformément aux normes d'audit généralement reconnues du Canada, nous exerçons notre jugement professionnel et faisons preuve d'esprit critique tout au long de cet audit. En outre :

- nous identifions et évaluons les risques que les états financiers consolidés comportent des anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs, concevons et mettons en œuvre des procédures d'audit en réponse à ces risques, et réunissons des éléments probants suffisants et appropriés pour fonder notre opinion. Le risque de non-détection d'une anomalie significative résultant d'une fraude est plus élevé que celui d'une anomalie significative résultant d'une erreur, car la fraude peut impliquer la collusion, la falsification, les omissions volontaires, les fausses déclarations ou le contournement du contrôle interne;
- nous acquérons une compréhension des éléments du contrôle interne pertinents pour l'audit afin de concevoir des procédures d'audit appropriées aux circonstances, et non dans le but d'exprimer une opinion sur l'efficacité du contrôle interne de la Municipalité;
- nous apprécions le caractère approprié des méthodes comptables retenues et le caractère raisonnable des estimations comptables faites par la direction, de même que des informations y afférentes fournies par cette dernière;

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Rapport de l'auditeur indépendant / Independent Auditor's Report

- nous tirons une conclusion quant au caractère approprié de l'utilisation par la direction du principe comptable de continuité d'exploitation et, selon les éléments probants obtenus, quant à l'existence ou non d'une incertitude significative liée à des événements ou situations susceptibles de jeter un doute important sur la capacité de la Municipalité à poursuivre son exploitation. Si nous concluons à l'existence d'une incertitude significative, nous sommes tenus d'attirer l'attention des lecteurs de notre rapport sur les informations fournies dans les états financiers consolidés au sujet de cette incertitude ou, si ces informations ne sont pas adéquates, d'exprimer une opinion modifiée. Nos conclusions s'appuient sur les éléments probants obtenus jusqu'à la date de notre rapport. Des événements ou situations futurs pourraient par ailleurs amener la Municipalité à cesser son exploitation;
 - nous évaluons la présentation d'ensemble, la structure et le contenu des états financiers consolidés, y compris les informations fournies dans les notes, et apprécions si les états financiers consolidés représentent les opérations et événements sous-jacents d'une manière propre à donner une image fidèle.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
 - Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Nous communiquons aux responsables de la gouvernance notamment l'étendue et le calendrier prévus des travaux d'audit et nos constatations importantes, y compris toute déficience importante du contrôle interne que nous aurions relevée au cours de notre audit.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Ottawa (Ontario)
date de rapport

Ottawa, Ontario
Report Date

Comptables professionnels agréés, experts-comptables autorisés
Chartered Professional Accountants, Licensed Public Accountants

**Corporation de la Municipalité de la Nation
Corporation of the Nation Municipality
État consolidé de la situation financière /
Consolidated Statement of Financial Position**

31 décembre / December 31

	2023	2022	
Actifs financiers			Financial assets
Encaisse	\$ 4,759,302	\$ 3,716,906	Cash
Taxes à recevoir	2,444,359	2,135,266	Taxes receivable
Redevances des usagers à recevoir	871,555	864,200	User charges receivable
Débiteurs	2,958,001	4,488,691	Accounts receivable
Stocks détenus pour revente	25,179	22,618	Inventory for resale
Dépôt à terme (Note 2)	6,162,309	451,000	Term deposit (Note 2)
Débiteurs à long terme (Note 3)	2,647,929	2,978,821	Long-term receivables (Note 3)
	<u>19,868,634</u>	<u>14,657,502</u>	
Passifs			Liabilities
Emprunts temporaires (Note 1)	-	25,359,648	Temporary loans (Note 1)
Créiteurs et frais courus (Note 4)	4,953,781	4,135,524	Accounts payable and accrued liabilities (Note 4)
Autres éléments de passif à court terme	917,221	693,102	Other current liabilities
Revenus reportés (Note 5)	2,008,097	1,661,409	Deferred revenue (Note 5)
Emprunts à long terme nets (Note 6)	40,128,176	8,105,075	Net long-term liabilities (Note 6)
	<u>48,007,275</u>	<u>39,954,758</u>	
Dette nette	<u>(28,138,641)</u>	<u>(25,297,256)</u>	Net debt
Actifs non financiers			Non-financial assets
Immobilisations corporelles (Note 8)	149,233,987	143,454,995	Tangible capital assets (Note 8)
Frais payés d'avance	37,455	25,213	Prepaid expenses
Stocks	412,901	616,103	Inventory
	<u>149,684,343</u>	<u>144,096,311</u>	
Excédent accumulé (Note 12)	<u>\$ 121,545,702</u>	<u>\$ 118,799,055</u>	Accumulated surplus (Note 12)
Obligations contractuelles (Note 14)			Contractual obligations (Note 14)
Au nom du conseil municipal:			On behalf of the municipal council:
	_____ Maire / Mayor		
	_____ Greffière / Clerk		

**Corporation de la Municipalité de la Nation
Corporation of the Nation Municipality
État consolidé des résultats /
Consolidated Statement of Operations**

Pour l'exercice clos le 31 décembre / For the year ended December 31

	2023 Budget	2023 Réel / Actual	2022 Réel / Actual	
	(Note 13)			
Revenus				Revenues
Taxes	\$ 13,631,702	\$ 13,837,855	\$ 13,075,013	Taxation
Taxes provenant d'autres gouvernements	90,797	134,723	90,867	Taxation from other governments
Redevances des usagers	6,444,677	7,616,235	6,262,736	User charges
Paievements de transfert				Government transfers
Gouvernement du Canada	-	-	10,000	Government of Canada
Province de l'Ontario	234,292	274,543	895,584	Province of Ontario
Autres municipalités	66,000	52,422	125,866	Other municipalities
Autres revenus (Note 7)	1,092,508	1,569,832	867,633	Other revenues (Note 7)
	<u>21,559,976</u>	<u>23,485,610</u>	<u>21,327,699</u>	
Charges (Note 9)				Expenses (Note 9)
Administration municipale	2,656,498	2,550,170	2,515,215	General government
Sécurité publique	3,478,638	3,473,537	3,256,149	Protection services
Transport routier	7,445,139	6,413,903	5,182,866	Transportation services
Hygiène et écologie	8,384,539	7,492,738	6,330,108	Environmental services
Loisirs et culture	3,236,102	3,504,678	1,916,335	Recreation and cultural services
Urbanisme et aménagement	522,329	968,629	1,350,384	Planning and development
	<u>25,723,245</u>	<u>24,403,655</u>	<u>20,551,057</u>	
Autres				Others
Paievements de transfert liés aux immobilisations corporelles				Government transfers related to tangible capital assets
Gouvernement du Canada	1,197,250	2,217,389	2,317,437	Government of Canada
Province de l'Ontario	738,400	738,400	735,600	Province of Ontario
Autres municipalités	418,381	432,572	436,011	Other municipalities
Autres revenus (Note 7)	79,566	212,540	414,313	Other revenues (Note 7)
Revenus de fonds de réserves obligatoires constatés	1,350,481	63,791	175,678	Obligatory reserve funds revenue recognized
	<u>3,784,078</u>	<u>3,664,692</u>	<u>4,079,039</u>	
Excédent (déficit) de l'exercice	(379,191)	2,746,647	4,855,681	Annual surplus (deficit)
Excédent accumulé, au début de l'exercice	118,799,055	118,799,055	113,943,374	Accumulated surplus, beginning of year
Excédent accumulé, à la fin de l'exercice	\$ 118,419,864	\$ 121,545,702	\$ 118,799,055	Accumulated surplus, end of year

**Corporation de la Municipalité de la Nation
Corporation of the Nation Municipality
État consolidé de la variation de la dette nette /
Consolidated Statement of Changes in Net Debt**

Pour l'exercice clos le 31 décembre / For the year ended December 31

	2023 Budget	2023 Réel/ Actual	2022 Réel/ Actual	
				(Note 13)
Excédent de l'exercice	\$ (379,191)	\$ 2,746,647	\$ 4,855,681	Annual surplus
Acquisitions d'immobilisations corporelles	(5,212,789)	(11,431,781)	(23,804,389)	Acquisition of tangible capital assets
Amortissement des immobilisations corporelles	-	5,480,077	4,461,815	Amortization of tangible capital assets
Perte sur dispositions d'immobilisations corporelles	-	87,443	598,274	Loss on disposal of tangible capital assets
Produits sur dispositions d'immobilisations corporelles	29,000	85,269	61,703	Proceeds on disposal of tangible capital assets
	<u>(5,562,980)</u>	<u>(3,032,345)</u>	<u>(13,826,916)</u>	
Augmentation des frais payés d'avance	-	(12,242)	(5,857)	Increase in prepaid expenses
Diminution (augmentation) des stocks	-	203,202	(393,295)	Decrease (increase) in inventory
	<u>-</u>	<u>190,960</u>	<u>(399,152)</u>	
Variation nette de la dette nette	(5,562,980)	(2,841,385)	(14,226,068)	Net change in net debt
Dette nette, au début de l'exercice	<u>(25,297,256)</u>	<u>(25,297,256)</u>	<u>(11,071,188)</u>	Net debt, beginning of year
Dette nette, à la fin de l'exercice	<u>\$ (30,860,236)</u>	<u>\$ (28,138,641)</u>	<u>\$ (25,297,256)</u>	Net debt, end of year

**Corporation de la Municipalité de la Nation
Corporation of the Nation Municipality
État consolidé des flux de trésorerie /
Consolidated Statement of Cash Flows**

Pour l'exercice clos le 31 décembre / For the year ended December 31

	<u>2023</u>	<u>2022</u>	
Trésorerie provenant de (utilisée par)			Cash provided by (used by)
Activités de fonctionnement			Operating transactions
Excédent de l'exercice	\$ 2,746,647	\$ 4,855,681	Annual surplus
Éléments sans incidence sur la trésorerie			Non-cash items
Amortissement des immobilisations corporelles	5,480,077	4,461,815	Amortization of tangible capital assets
Perte sur dispositions d'immobilisations corporelles	87,443	598,274	Loss on disposal of tangible capital assets
	<u>8,314,167</u>	<u>9,915,770</u>	
Variations des éléments hors trésorerie du fonds de roulement			Changes in non-cash operating balances
Augmentation des taxes à recevoir	(309,093)	(218,838)	Increase in taxes receivable
Augmentation des redevances des usagers à recevoir	(7,355)	(169,243)	Increase in user charges receivable
Diminution (augmentation) des débiteurs	1,530,690	(2,230,888)	Decrease (increase) in accounts receivable
Diminution (augmentation) des stocks et des stocks détenus pour revente	200,641	(404,918)	Decrease (increase) in inventory and inventory held for resale
Diminution des débiteurs à long terme	330,892	341,902	Decrease in long-term receivables
Augmentation des frais payés d'avance	(12,242)	(5,857)	Increase in prepaid expenses
Augmentation (diminution) des crédateurs et frais courus	818,257	(1,029,632)	Increase (decrease) in accounts payable and accrued liabilities
Augmentation des autres éléments de passif à court terme	224,119	87,928	Increase in other current liabilities
Augmentation des revenus reportés	346,688	304,716	Increase in deferred revenue
	<u>3,122,597</u>	<u>(3,324,830)</u>	
	<u>11,436,764</u>	<u>6,590,940</u>	
Activités d'investissement en immobilisations corporelles			Capital transactions
Acquisitions d'immobilisations corporelles	(11,431,781)	(23,804,389)	Acquisition of tangible capital assets
Produits sur dispositions d'immobilisations corporelles	85,269	61,703	Proceeds on disposal of tangible capital assets
	<u>(11,346,512)</u>	<u>(23,742,686)</u>	
Activités d'investissements			Investing activities
Encaissement de dépôt à terme	(5,711,309)	3,049,000	Redemption of term deposit
Activités de financement			Financing transactions
Augmentation (remboursement) des emprunts à long terme	32,023,101	(820,648)	Increase (repayment) of long-term liabilities
(Diminution) augmentation des emprunts temporaires	(25,359,648)	20,777,267	(Decrease) increase of temporary loans
	<u>6,663,453</u>	<u>19,956,619</u>	
Augmentation nette de l'encaisse	1,042,396	5,853,873	Net increase in cash
Encaisse (découvert bancaire), au début de l'exercice	3,716,906	(2,136,967)	Cash (bank indebtedness), beginning of year
Encaisse, à la fin de l'exercice	\$ 4,759,302	\$ 3,716,906	Cash, end of year

Le sommaire des méthodes comptables et les notes complémentaires font partie intégrante des états financiers consolidés.
The accompanying summary of accounting policies and notes are an integral part of these consolidated financial statements.

Corporation de la Municipalité de la Nation Corporation of the Nation Municipality Sommaire des méthodes comptables / Summary of Accounting Policies

31 décembre 2023 / December 31, 2023

Nature et objectifs de l'entité

La Corporation de la Municipalité de la Nation ("la Municipalité") fut constituée en vertu des lois provinciales et débuta ses activités le 1^{er} janvier 1998. La Municipalité est responsable de fournir des services municipaux tels que les services communautaires et bibliothécaires, les services de protection et d'urgence comprenant les services policiers et d'incendies et les services publiques comprenant les services routiers, d'eaux et d'égouts, d'eau potable et de collecte d'ordures.

Référentiel comptable

Les états financiers consolidés ont été dressés selon les Normes comptables canadiennes pour le secteur public.

Principes de consolidation

Ces états financiers consolidés reflètent les actifs, passifs, revenus et charges de tous les comités du Conseil, et les commissions qui sont détenues ou sous le contrôle du Conseil municipal. Tous les actifs, passifs, revenus et charges interfonds furent éliminés lors de la consolidation.

L'entité suivante a été consolidée:

Conseil de la bibliothèque publique de la Municipalité de la Nation.

Stocks

Les stocks de biens détenus pour la revente sont évalués au moindre du coût ou de la valeur nette de réalisation. Le coût est déterminé selon la méthode du coût de remplacement.

Les stocks de biens qui ne sont pas détenus à la revente sont inscrits au coût. Le coût est déterminé selon la méthode du premier entré, premier sorti.

Nature and Purposes of the Entity

The Corporation of the Nation Municipality ("the Municipality") was created through provincial legislation and commenced operations on January 1, 1998. The Municipality is responsible for providing municipal services such as community services and libraries, emergency and protective services including police and fire and public works including roads, sewers and wastewater, drinking water, and garbage collection.

Basis of Accounting

The financial statements have been prepared in accordance with Canadian public sector accounting standards.

Basis of Consolidation

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of all municipal organizations, committees, and boards which are owned or controlled by municipal Council. All interfund assets, liabilities, revenues and expenses have been eliminated on consolidation.

The following entity has been consolidated:

The Nation Municipality Public Library Board.

Inventory

Inventory of goods held for resale is recorded at the lower of cost and net realizable value. Cost is determined using the replacement cost method.

Inventory of goods not held for resale are recorded at cost. Cost is determined using the first in, first out method.

Corporation de la Municipalité de la Nation Corporation of the Nation Municipality Sommaire des méthodes comptables / Summary of Accounting Policies

31 décembre 2023 / December 31, 2023

Immobilisations corporelles

Les immobilisations corporelles sont comptabilisées au coût moins l'amortissement cumulé. Le coût inclus tous les coûts directement reliés à l'acquisition ou à la construction des immobilisations corporelles incluant les coûts de transport, d'installation, de conception et d'ingénierie, légaux et les coûts pour la préparation de chantier. Les immobilisations corporelles reçues sous forme d'apports sont comptabilisées à leur juste valeur à la date de l'apport avec un montant correspondant inscrit en tant que revenu. L'amortissement est comptabilisé sur une base linéaire selon la durée de vie utile estimative de l'immobilisation corporelle débutant lorsque l'actif est disponible à l'utilisation comme suit :

Améliorations de terrains	20 à 50 ans
Bâtiments	20 et 75 ans
Chemins, trottoirs et ponts	5 à 100 ans
Dépotoirs	10 ans
Équipements, fournitures et machinerie	4 à 20 ans
Infrastructure pour l'eau	20 à 75 ans
Infrastructure pour les égouts	10 à 75 ans
Véhicules	7 à 25 ans

Dépôt à terme

Le dépôt est comptabilisé au moindre du coût et de la valeur marchande.

Revenus reportés

Les revenus grevés d'affectations d'origine externe suite à une loi, un règlement ou une entente et indisponibles pour fin d'utilisation municipale générale sont présentés comme revenus reportés à l'état consolidé de la situation financière. Le revenu est constaté à l'état consolidé des résultats dans l'exercice au cours duquel les ressources sont utilisées aux fins prescrites.

Comtés et conseils scolaires

La Municipalité perçoit des revenus de taxes au nom des conseils scolaires et des Comtés Unis de Prescott et Russell. Les taxes, autres revenus, charges, actifs et passifs relatifs aux activités des conseils scolaires et des Comtés Unis de Prescott et Russell ne sont pas présentés dans ces états financiers consolidés.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated useful life of the tangible capital asset commencing once the asset is available for use as follows :

Land improvements	20 to 50 years
Buildings	20 to 75 years
Roads, sidewalks and bridges	5 to 100 years
Waste management	10 to 75 years
Equipment, furniture and machinery	4 to 20 years
Water infrastructure	10 to 100 years
Sewer infrastructure	10 to 75 years
Vehicles	5 to 25 years

Term Deposit

Term deposit is recorded at the lower of cost and market value.

Deferred Revenue

Revenues restricted by legislation, regulation or agreement and not available for general municipal purposes are reported as deferred revenue on the consolidated statement of financial position. The revenue is reported on the consolidated statement of operations in the year in which it is used for the specified purpose.

Counties and School Boards

The Municipality collects taxation revenue on behalf of the school boards and the United Counties of Prescott and Russell. The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the school boards and the United Counties of Prescott and Russell are not reflected in these consolidated financial statements.

Corporation de la Municipalité de la Nation Corporation of the Nation Municipality Sommaire des méthodes comptables / Summary of Accounting Policies

31 décembre 2023 / December 31, 2023

Constatation des produits

Les taxes sont constatées à des montants estimés lorsqu'elles répondent à la définition d'un actif, ont été autorisées et le fait imposable s'est produit. Dans le cas des impôts fonciers, le fait imposable est l'exercice pour lequel les impôts sont levés. Les taxes à recevoir sont constatées au net d'une provision pour les montants non recouvrables anticipés.

Les redevances des usagers incluant l'usage d'eau et des égouts, les frais d'ordures, la location de glace de salles et au Complexe sont constatés lorsque les services sont rendus. Les frais de connexions pour les égouts et l'eau sont inclus dans les redevances des usagers et sont comptabilisés lorsque la connexion a été établie.

Les paiements de transfert sont constatés dans les états financiers consolidés quand le transfert a été autorisé et qu'il satisfait à tous les critères d'admissibilité, sauf lorsque le transfert comprend des stipulations qui créent une obligation répondant à la définition d'un passif. Les transferts sont constatés comme revenus reportés lorsque les stipulations du transfert créent un passif. Les paiements de transfert sont constatés dans l'état consolidé des résultats lorsque les stipulations du passif sont réglées.

Utilisation d'estimations

Pour préparer les états financiers consolidés conformément aux Normes comptables canadiennes pour le secteur public, la direction doit établir des estimations et poser des hypothèses qui influent sur le montant des actifs et des passifs à la date de l'état consolidé de la situation financière ainsi que le montant des revenus et charges de l'exercice. Les montants qui contiennent des estimations sont ceux des immobilisations corporelles ainsi que ceux des obligations liées à la mise hors service d'immobilisations.

Obligations liées à la mise hors service d'immobilisations

Le passif lié aux obligations à la mise hors service d'immobilisations est basé sur les dépenses futures estimées en dollars courants, ajustées en fonction de l'inflation estimée, et actualisées par la suite en date du 31 décembre 2023.

Revenue Recognition

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the year for which the tax is levied. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts.

User charges including water and sewer usage, garbage fees, ice rental, halls, and Complex are recorded when the services are rendered. Connection charges for sewer and water are included in user charges and are recognized when the connection has been established.

Government transfers are recognized as revenue in the consolidated financial statements when the transfer is authorized and all eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the consolidated statement of operations as the stipulation liabilities are settled.

Use of Estimates

The preparation of consolidated financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the consolidated statement of financial position, and the reported amounts of revenues and expenses during the reporting period. The amounts that include estimates are those relating to tangible capital assets as well as those relating to the asset retirement obligations.

Asset retirement obligations

The liability relating to asset retirement obligations is based on estimated future expenses in current dollars, adjusted for projected inflation, and subsequently discounted to December 31, 2023.

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1. Emprunts temporaires

La Municipalité a une marge de crédit opérationnelle autorisée de 5 000 000\$ qui est remboursable sur demande et les intérêts sur cette dette sont calculés au taux préférentiel plus 0,25% et sont payables mensuellement. Cet emprunt est garanti par des garanties gouvernementales. Au 31 décembre 2023, le montant autorisé mais non versé par l'institution financière s'élève à 5 000 000\$.

1. Temporary Loans

The Municipality has an authorized operating line of credit of \$5,000,000 respectively that is due on demand and bear interest at prime rate plus 0.25% calculated and payable monthly. The loan is secured by government guarantees. As at December 31, 2023, the undrawn credit capacity under this facility is \$5,000,000.

2. Dépôt à terme

Dépôt à terme, 3,50%, sans date d'échéance précise.

	2023	2022
	\$ 6,162,309	\$ 451,000

2. Term deposit

Term deposit, 3.50%, with no specific maturity date.

3. Débiteurs à long terme

Prêts aux contribuables, financés par les emprunts à long terme de la Municipalité, taux d'intérêts variant de 3.78% à 4,46%, remboursables par versements annuels ou semi-annuels de 42 907\$ à 111 408\$, capital et intérêts, renouvelables ou échéants de 2029 à 2031.

	2023	2022
	\$ 2,595,448	\$ 2,923,276

3. Long-Term Receivables

Loans to landowners, financed by the Municipality's long-term liabilities, interest rates varying from 3.78% to 4.46%, payable by annual or semi-annual instalments from \$42,907 to \$111,408, principal and interest, renewable or due between 2029 to 2031.

Prêts aux contribuables, taux d'intérêts variant de 2,95% à 4,46%, remboursables par versements annuels ou semi-annuels de 279\$ à 2 469\$, capital et intérêts, renouvelables ou échéants de 2024 à 2037.

	52,481	55,545
	\$ 2,647,929	\$ 2,978,821

Loans to landowners, interest rates varying from 2.95% to 4.46%, payable by annual or semi-annual instalments from \$279 to \$2,469, principal and interest, renewable or due between 2024 to 2037.

Les remboursements de capital des cinq prochains exercices et par la suite se chiffrent à:

2024	\$	343,965
2025	\$	358,132
2026	\$	372,884
2027	\$	388,248
2028	\$	404,246
Par la suite / Thereafter	\$	780,454

Principal repayments for the next five years and thereafter are as follows:

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4. Crédoiteurs et frais courus

La Municipalité a adopté le nouveau chapitre SP 3280 le 1er janvier 2023 selon la méthode prospective. Des obligations liées à la mise hors service d'immobilisations ont été comptabilisées en lien avec la réhabilitation de l'amiante présente dans trois bâtiments municipaux; les coûts de fermeture et de post-fermeture associés aux sites d'enfouissement de la Municipalité ; et le retrait des puits d'eau de la Municipalité.

À la fin de l'exercice, une obligation de 3 222 601\$ (2022 - -\$) a été incluse avec les crédoiteurs et charges à payer. Ces obligations sont réévaluées chaque année. La désactualisation des obligations est comptabilisée sur les périodes suivantes :

Remédiation de l'amiante: 24 à 29 ans
Coûts de fermeture d'un site d'enfouissement:
19 ans
Coûts post-fermeture d'un site d'enfouissement:
16 à 31 ans
Retrait des puits: 26 à 47 ans

Le règlement des obligations de mise hors service des immobilisations liées aux bâtiments contenant de l'amiante et aux puits interviendra à la fin de leur durée de vie utile. Les coûts en lien avec la fermeture des dépotoirs de la Municipalité seront courus lors de la fin de leurs durées de vie utile. Les coûts de post-fermeture seront encourus tout au long de leur période de surveillance post-fermeture.

Obligations liées à la mise hors service des immobilisations

Solde, 1 janvier 2023
3 114 527\$

Désactualisation
108 074

Solde, 31 décembre 2023
3 222 601\$

Des estimations et hypothèses importantes sont faites pour déterminer les obligations de mise hors service d'immobilisations, car de nombreux facteurs auront une incidence sur la date de résolution et l'ampleur du coût qui sera encouru. À chaque date de clôture, la Municipalité doit réévaluer la valeur de l'obligation en tenant compte des changements d'estimations résultant de nouvelles preuves. Les ajustements apportés à ces facteurs sont comptabilisés de manière prospective comme un ajustement de l'obligation liée à la mise hors service d'immobilisations dans la période en cours.

4. Accounts Payable and Accrued Liabilities

The Municipality adopted new Section PS 3280 on January 1, 2023 using the prospective application. Asset retirement obligations were recognized related to the remediation of asbestos present in three municipal buildings; the closure and post-closure costs associated with the Municipality's landfills; and the retirement of the Municipality's water wells.

At year end, an obligation of \$3,222,601 (2022 - \$-) has been included with accounts payable and accrued liabilities. These obligations are re-evaluated on an annual basis. Accretion of the obligations are recognized over the following periods:

Remediation of asbestos: 24 to 29 years
Landfill closure costs: 19 years
Landfill post-closure costs: 16 to 31 years
Retirement of wells: 26 to 47 years

Settlement of the asset retirement obligations related to the buildings with asbestos and wells will occur at the end of their useful lives. Payment to settle the asset retirement obligations related to the landfills will occur at the end of their remaining useful lives and throughout their post-closure monitoring periods.

Asset Retirement Obligations

Balance, January 1, 2023
\$3,114,527

Accretion
108,074

Balance, December 31, 2023
\$3,222,601

Significant estimates and assumptions are made in recording the asset retirement obligations since there are numerous factors that will influence the timing and cost required to settle these obligations. At each reporting date, the Municipality must re-evaluate the value of the obligation while incorporating changes in estimates resulting from new evidence. Adjustments to these factors are accounted for as an adjustment to the asset retirement obligation in the current period on prospective basis.

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5. Revenus reportés

Fonds de réserves obligatoires	
Redevances d'aménagement	
Terrains récréatifs	
Code du bâtiment	
Autres	
Eau et égouts	
Dépôts récréatifs	
Dépôts	
Fire Marque	

	2023		2022
\$	1,322,273	\$	1,071,447
	247,409		237,843
	155,787		263,403
	32,365		20,304
	222,554		42,843
	2,140		25,569
	25,569		
\$	2,008,097	\$	1,661,409

5. Deferred Revenue

Obligatory Reserve Funds
Development charges
Recreational land
Building Code Act
Other
Water and sewer
Recreation deposits
Deposits
Fire Marque

La variation nette, au cours de l'exercice, des revenus reportés avec restriction s'explique comme suit:

The net change during the year in the restricted deferred revenue balance is made up of the following:

	Redevances d'exploitation / Development charges	Terrains récréatifs / Recreational land	Code du bâtiment / Building Code Act
Revenus reportés, début de l'exercice	\$ 1,071,447	\$ 237,843	\$ 263,403
Fonds avec restrictions reçus au cours de l'exercice	239,995	37,167	-
Intérêts gagnés	41,521	8,920	-
Revenus constatés au cours de l'exercice	(30,690)	(36,521)	(107,616)
	\$ 1,322,273	\$ 247,409	\$ 155,787

Deferred revenue, beginning of year
Restricted funds received during the year
Interest earned
Revenue recognized during the year

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6. Emprunts à long terme nets

Le solde des emprunts à long terme inscrit à l'état consolidé de la situation financière est composé des éléments suivants:

Caisse Desjardins Ontario Inc.

Emprunt, 4,860%, remboursable par versements mensuels de 67 325\$, capital et intérêts, échéant en 2028. (Égout Limoges)

	2023	2022
	\$ 10,086,077	\$ -

Emprunt, 3,042%, remboursable par versements annuels de 138 993\$, capital et intérêts, échéant en 2029. (Eau St-Isidore - contribuables)

	675,688	790,556
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Emprunt, 4,860%, remboursable par versements mensuels de 83 635\$, capital et intérêts, échéant en 2028. (Eau Limoges)

	12,529,557	-
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Emprunt, 5,770%, remboursable par versements mensuels de 64 482\$, capital et intérêts, échéant en 2026. (Complexe)

	10,199,618	-
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Emprunt, 3,815%, repayé au cours de l'exercice. (Parc industriel - contribuables)

	-	5,877
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Emprunt, 3,815%, repayé au cours de l'exercice. (Parc industriel - croissance)

	-	7,364
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Infrastructure Ontario

Emprunt, 3,53%, remboursable par versements semi-annuels de 43 894\$, capital et intérêts, échéant en 2037. (Caserne de pompiers - Limoges)

	936,297	989,617
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Emprunt, 3,33%, remboursable par versements semi-annuels de 20 196\$, capital et intérêts, échéant en 2032. (Aréna St-Isidore)

	296,887	326,647
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Emprunt, 4,46%, remboursable par versements semi-annuels de 18 121\$, capital et intérêts, échéant en 2031. (Égouts Forest Park - croissance)

	228,895	254,084
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Emprunt, 4,46%, remboursable par versements semi-annuels de 42 908\$, capital et intérêts, échéant en 2031. (Égouts Forest Park - contribuables)

	541,961	601,602
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Emprunt, 4,46%, remboursable par versements semi-annuels de 45 491\$, capital et intérêts, échéant en 2031. (Calypso - croissance)

	574,595	637,828
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6. Net Long-Term Liabilities

The balance of the long-term liabilities reported on the consolidated statement of financial position is made up of the following:

Caisse Desjardins Ontario Inc.

Loan, 4.860%, payable by monthly instalments of \$67,325, principal and interest, due in 2028. (Limoges sewer)

Loan, 3.042%, payable by annual instalments of \$138,993, principal and interest, due in 2029. (St-Isidore water - landowners)

Loan, 4.860%, payable by monthly instalments of \$83,635, principal and interest, due in 2028. (Limoges water)

Loan, 5.770%, payable by monthly instalments of \$64,482, principal and interest, due in 2026. (Complexe)

Loan, 3.815%, repaid during the year. (Industrial park - landowners)

Loan, 3.815%, repaid during the year. (Industrial park - growth)

Infrastructure Ontario

Loan, 3.53%, payable by semi-annual instalments of \$43,894, principal and interest, due in 2037. (Limoges Fire Station)

Loan, 3.33%, payable by semi-annual instalments of \$20,196, principal and interest, due in 2032. (St-Isidore Arena)

Loan, 4.46%, payable by semi-annual instalments of \$18,121, principal and interest, due in 2031. (Forest Park sewer - growth)

Loan, 4.46%, payable by semi-annual instalments of \$42,908, principal and interest, due in 2031. (Forest Park sewer - landowners)

Loan, 4.46%, payable by semi-annual instalments of \$45,491, principal and interest, due in 2031. (Calypso - growth)

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6. Emprunts à long terme nets (suite)

Infrastructure Ontario (suite)

Emprunt, 4,17%, remboursable par versements semi-annuels de 119 251\$, capital et intérêts, échéant en 2030. (Calypso - Eau et égouts)

\$ 1,435,075 \$ 1,608,298

Emprunt, 2,36%, remboursable par versements mensuels de 2 146\$, capital et intérêts, échéant en 2030. (Bâtiment - Dôme de sel)

151,334 173,230

Emprunt, 1,95%, remboursable par versements mensuels de 3 433\$, capital et intérêts, échéant en 2025. (Véhicules)

54,170 93,889

Emprunt, 3,15%, repayé au cours de l'exercice. (Véhicules)

- 77,381

Emprunt, 2,71%, remboursable par versements mensuels de 15 666 \$, capital et intérêts, échéant en 2039. (Garage municipal et dôme de sel)

2,418,022 2,538,702

\$ 40,128,176 \$ 8,105,075

6. Net Long-Term Liabilities (continued)

Infrastructure Ontario (continued)

Loan, 4.17%, payable by semi-annual instalments of \$119,251, principal and interest, due in 2030. (Calypso - water and sewers)

Loan, 2.36%, payable by monthly instalments of \$2,146, principal and interest, due in 2030. (Building - Salt Dome)

Loan, 1.95%, payable by monthly instalments of \$3,433, principal and interest, due in 2025. (Vehicles)

Loan, 3.15%, repaid during the year. (Vehicles)

Loan, 2.71%, payable by monthly instalments of \$15,666, principal and interest, due in 2039. (Municipal garage and salt dome)

Les versements de capital des cinq prochains exercices et par la suite se chiffrent à:

2024	\$	1,643,272
2025	\$	1,688,353
2026	\$	1,750,984
2027	\$	1,830,890
2028	\$	1,913,569
Par la suite / Thereafter	\$	31,301,108

Principal payments for the next five years and thereafter are as follows:

Les prêts sont garantis par les immobilisations corporelles.

The loans are guaranteed by the tangible capital assets.

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7. Autres revenus

7. Other Revenues

	2023 Budget	2023 Réel/ Actual	2022 Réel/ Actual	
Général				General
Dons	\$ 50	\$ 851	\$ 11,155	Donations
Licences	448,908	460,162	413,666	Licenses
Intérêts et pénalités sur taxes	305,000	341,077	292,893	Interest and penalties on taxes
Revenus d'intérêts	45,000	617,857	138,322	Interest income
Revenus de location	293,550	149,885	11,597	Rental income
	<u>1,092,508</u>	<u>1,569,832</u>	<u>867,633</u>	
Liés aux immobilisations corporelles				Related to tangible capital assets
Apports d'immobilisations corporelles	10,000	11,361	3,835	Contributed tangible capital assets
Dons aux services communautaires	-	158,529	323,378	Donations to community services
Vente de matériaux et équipements	69,566	42,650	87,100	Sale of materials and equipment
	<u>79,566</u>	<u>212,540</u>	<u>414,313</u>	
	<u>\$ 1,172,074</u>	<u>\$ 1,782,372</u>	<u>\$ 1,281,946</u>	

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8. Immobilisations corporelles

8. Tangible Capital Assets

2023

	Terrains / Land	Améliorations de terrains / Land improvements	Bâtiments / Buildings	Chemins, trottoirs et ponts / Roads, sidewalks and bridges	Dépotoirs / Landfills
Coût, au début / Cost, beginning of year	\$ 2,271,505	\$ 3,310,408	\$ 29,300,576	\$ 61,900,650	\$ 878,328
Acquisitions / Acquisitions	159,629	18,902	2,308,144	5,368,267	1,512,249
Dispositions / Disposals	-	(2,836)	(50,364)	(467,675)	-
Coût, à la fin / Cost, end of year	2,431,134	3,326,474	31,558,356	66,801,242	2,390,577
Amortissement cumulé, au début / Accumulated amortization, beginning of year	-	1,963,034	4,272,560	24,909,697	617,743
Amortissement / Amortization	-	99,025	609,559	1,706,314	14,124
Dispositions / Disposals	-	(2,836)	(18,739)	(351,713)	-
Amortissement cumulé, à la fin / Accumulated amortization, end of year	-	2,059,223	4,863,380	26,264,298	631,867
Valeur comptable nette, à la fin / Net carrying amount, end of year	\$ 2,431,134	\$ 1,267,251	\$ 26,694,976	\$ 40,536,944	\$ 1,758,710
	Équipements, fournitures et machinerie / Equipment, furniture and machinery	Infrastructure pour l'eau / Water infrastructure	Infrastructure pour les égouts / Sewer infrastructure	Véhicules / Vehicles	Total / Total
Coût, au début / Cost, beginning of year	\$ 7,602,489	\$ 43,175,216	\$ 50,160,361	\$ 8,254,649	\$ 206,854,182
Acquisitions / Acquisitions	370,885	753,874	132,374	807,457	11,431,781
Dispositions / Disposals	(65,994)	(35,000)	(31,608)	(270,456)	(923,933)
Coût, à la fin / Cost, end of year	7,907,380	43,894,090	50,261,127	8,791,650	217,362,030
Amortissement cumulé, au début / Accumulated amortization, beginning of year	2,979,088	10,089,032	13,744,600	4,823,433	63,399,187
Amortissement / Amortization	442,822	757,676	1,315,815	534,742	5,480,077
Dispositions / Disposals	(63,781)	(34,918)	(13,236)	(265,998)	(751,221)
Amortissement cumulé, à la fin / Accumulated amortization, end of year	3,358,129	10,811,790	15,047,179	5,092,177	68,128,043
Valeur comptable nette, à la fin / Net carrying amount, end of year	\$ 4,549,251	\$ 33,082,300	\$ 35,213,948	\$ 3,699,473	\$ 149,233,987

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8. Immobilisations corporelles (suite)

8. Tangible Capital Assets (continued)

2022

	Terrains / Land	Améliorations de terrains / Land improvements	Bâtiments / Buildings	Chemins, trottoirs et ponts / Roads, sidewalks and bridges	Dépotoirs / Landfills
Coût, au début / Cost, beginning of year	\$ 2,267,998	\$ 3,270,685	\$ 18,369,973	\$ 56,279,842	\$ 878,328
Acquisitions / Acquisitions	-	125,848	11,321,104	5,969,316	-
Dispositions / Disposals	-	(24,005)	(64,319)	(348,508)	-
Dépréciation / Writedowns	-	-	(225)	-	-
Reclassification / Reclassification	3,507	(62,120)	(325,957)	-	-
Coût, à la fin / Cost, end of year	2,271,505	3,310,408	29,300,576	61,900,650	878,328
Amortissement cumulé, au début / Accumulated amortization, beginning of year	-	1,906,151	3,907,622	23,443,789	599,098
Amortissement / Amortization	-	96,582	322,267	1,771,060	18,645
Dispositions / Disposals	-	(23,931)	(48,137)	(305,152)	-
Reclassification / Reclassification	-	(15,768)	90,808	-	-
Amortissement cumulé, à la fin / Accumulated amortization, end of year	-	1,963,034	4,272,560	24,909,697	617,743
Valeur comptable nette, à la fin / Net carrying amount, end of year	\$ 2,271,505	\$ 1,347,374	\$ 25,028,016	\$ 36,990,953	\$ 260,585
	Équipements, fournitures et machinerie / Equipment, furniture and machinery	Infrastructure pour l'eau / Water infrastructure	Infrastructure pour les égouts / Sewer infrastructure	Véhicules / Vehicles	Total / Total
Coût, au début / Cost, beginning of year	\$ 5,579,894	\$ 43,043,908	\$ 46,819,100	\$ 8,317,387	\$ 184,827,115
Acquisitions / Acquisitions	200,011	5,317,108	405,748	465,254	23,804,389
Dispositions / Disposals	(80,309)	(659,173)	(12,642)	(527,992)	(1,716,948)
Dépréciation / Writedowns	-	-	(60,149)	-	(60,374)
Reclassification / Reclassification	1,902,893	(4,526,627)	3,008,304	-	-
Coût, à la fin / Cost, end of year	7,602,489	43,175,216	50,160,361	8,254,649	206,854,182
Amortissement cumulé, au début / Accumulated amortization, beginning of year	2,774,041	9,652,384	12,934,851	4,836,781	60,054,717
Amortissement / Amortization	356,753	581,323	816,443	498,742	4,461,815
Dispositions / Disposals	(76,666)	(144,675)	(6,694)	(512,090)	(1,117,345)
Reclassification / Reclassification	(75,040)	-	-	-	-
Amortissement cumulé, à la fin / Accumulated amortization, end of year	2,979,088	10,089,032	13,744,600	4,823,433	63,399,187
Valeur comptable nette, à la fin / Net carrying amount, end of year	\$ 4,623,401	\$ 33,086,184	\$ 36,415,761	\$ 3,431,216	\$ 143,454,995

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8. Immobilisations corporelles (suite)

La valeur comptable des immobilisations corporelles en construction qui ne sont pas sujet à de l'amortissement est de 2 806 421\$ (2022 - 18 453 612\$).

8. Tangible Capital Assets (continued)

The book value of tangible capital assets under construction and not subject to amortization is \$2,806,421 (2022 - \$18,453,612).

9. Charges par nature

Les charges totales présentées à l'état consolidé des résultats pour l'exercice sont les suivantes :

9. Expenses by Object

Total expenses for the year reported on the consolidated statement of operations are as follows:

	<u>2023</u>	<u>2022</u>	
Salaires et avantages sociaux	\$ 7,351,070	\$ 6,336,461	Salaries, wages and benefits
Matériaux	4,027,930	3,323,515	Materials
Intérêts sur la dette à long terme	2,017,541	913,143	Interest on long-term debt
Services contractuels	4,972,241	4,590,302	Contracted services
Contributions à d'autres organismes	335,803	327,547	Contributions to other organizations
Amortissement des immobilisations corporelles	5,611,627	4,461,815	Amortization of tangible capital assets
Perte sur dispositions d'immobilisations corporelles	87,443	598,274	Loss on disposal of tangible capital assets
	<u>\$ 24,403,655</u>	<u>\$ 20,551,057</u>	

10. Régime de retraite

La Municipalité fait des cotisations au régime de retraite des employés municipaux de l'Ontario (RREMO), qui est un régime multi-employeurs, pour ses employés à temps plein. Ce régime est un régime de retraite à prestations déterminées qui spécifie la prestation de retraite à recevoir de la part des employés basé sur le nombre d'années de service et la rémunération. Le Conseil d'Administration, qui représente les membres du régime ainsi que les employeurs, est responsable de la gestion du régime de retraite, incluant les investissements des actifs et l'administration d'avantages. RREMO fournit des services de régime de retraite à plus de 600 000 membres actifs et retraités et à 1 000 employeurs.

10. Pension Agreement

The Municipality makes contributions to the Ontario Municipal Employees Retirement Fund ("OMERS"), which is a multi-employer pension plan, on behalf of full-time members of staff. The plan is a defined benefit plan which specifies the amount of the retirement benefits to be received by the employees based on the length of service and rates of pay. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to over 600,000 active and retired members and 1,000 employers.

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10. Régime de retraite (suite)

À tous les ans, un actuaire indépendant détermine la position financière du Régime de Retraite Principal RREMO (le Régime) en comparant la valeur actuarielle des actifs investis à la valeur actuelle estimée de tous les avantages que les membres ont gagné à date. L'évaluation actuarielle la plus récente du régime a été faite au 31 décembre 2023. Les résultats de cette évaluation démontraient des passifs actuariels de 136 185\$ millions pour les avantages courus pour les services et des actifs actuariels à cette même date de 131 983\$ millions indiquant un déficit actuariel de 4 202\$ millions. Comme RREMO est un régime multi-employeurs, tout surplus ou déficit du régime est la responsabilité conjointe des organisations municipales de l'Ontario et de ses employés. Par conséquent, la Municipalité ne reconnaît pas sa part de tout surplus ou déficit du RREMO. La contribution de la Municipalité au RREMO pour 2023 est de 567 163\$ (2022 - 403 014\$).

10. Pension Agreement (continued)

Each year an independent actuary determines the funding status of the OMERS Primary Pension Plan ("the Plan") by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2023. The results of this valuation disclosed total actuarial liabilities of \$136,185 million in respect of benefits accrued for service with actuarial assets at that date of \$131,983 million indicating an actuarial deficit of \$4,202 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Municipality does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Municipality to OMERS for 2023 were \$567,163 (2022 - \$403,014).

11. Opérations des conseils scolaires et des Comtés Unis de Prescott et Russell

Durant l'exercice, les revenus de taxes suivants ont été perçus et remis aux conseils scolaires et aux Comtés Unis de Prescott et Russell:

11. Operations of School Boards and the United Counties of Prescott and Russell

During the year, the following taxation revenues were levied and remitted to the school boards and the United Counties of Prescott and Russell:

	2023	2022	
Conseils scolaires	\$ 3,588,071	\$ 3,391,312	School boards
Comtés	\$ 8,168,402	\$ 7,656,053	Counties

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12. Excédent accumulé

12. Accumulated Surplus

	2023	2022	
Réserves			Reserves
Fonds de roulement	\$ 1,530,193	\$ 1,530,193	Working fund
Élections	32,322	21,322	Elections
Bibliothèques	356,300	289,837	Libraries
Panneaux solaires	266,300	181,559	Solar pannels
Rétablissement de la carrière	194,489	172,992	Quarry rehabilitation
Dépenses futures	4,742,778	4,653,628	Future expenses
	<u>7,122,382</u>	<u>6,849,531</u>	
Fonds de réserves			Reserve funds
Adduction d'eau	918,126	892,708	Waterworks
Égouts	3,673,690	3,646,008	Sewer
Dépotoirs	1,960,586	1,675,346	Landfills
Ponceaux	8,069	7,782	Culverts
	<u>6,560,471</u>	<u>6,221,844</u>	
	<u>13,682,853</u>	<u>13,071,375</u>	
Investis en immobilisations corporelles	149,233,987	143,454,995	Invested in tangible capital assets
Immobilisations corporelles non financées	(615,809)	(31,874,595)	Unfinanced tangible capital assets
Fermeture et après fermeture des dépotoirs non financées	-	(670,921)	Unfinanced landfill closure and post-closure
Obligations liées à la mise hors service d'immobilisations	(3,222,601)	-	Asset retirement obligations
Emprunts à long terme	(40,128,176)	(8,105,075)	Long-term liabilities
Débiteurs à long terme financés par des emprunts à long terme	2,595,448	2,923,276	Long-term receivables financed by long-term liabilities
	<u>107,862,849</u>	<u>105,727,680</u>	
	<u>\$ 121,545,702</u>	<u>\$ 118,799,055</u>	

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13. Budget

Le règlement pour le plan financier (budget) adopté par le Conseil municipal n'était pas préparé sur une base conforme avec celle utilisée pour les résultats actuels (Conseil sur la comptabilité dans le secteur public). Le budget était préparé selon une méthode modifiée de la base d'exercice tandis que le Conseil sur la comptabilité dans le secteur public exige la pleine base d'exercice. De plus, le budget inclut les acquisitions d'immobilisations corporelles dans les charges au lieu d'inclure la charge d'amortissement d'immobilisations corporelles. À cause de ceci, les montants figurant au budget présentés dans les états consolidés des résultats et de la variation des actifs financiers nets représentent le plan financier adopté par le Conseil municipal avec les ajustements suivants:

	2023
Budget pour l'exercice	\$ (152,469)
Plus:	
Dépenses en capital	5,253,355
Nouveaux emprunts à long terme	374,064
Moins:	
Amortissement des immobilisations corporelles	(5,480,077)
Déficit du budget à l'état consolidé des résultats	\$ (379,191)

13. Budget

The Financial Plan (Budget) By-Law adopted by municipal Council was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Board). The budget was prepared on a modified accrual basis while Public Sector Accounting Board requires a full accrual basis. In addition, the budget expensed all tangible capital assets rather than including amortization of tangible capital assets expense. As a result, the budget figures presented in the consolidated statements of operations and changes in net financial assets represent the Financial Plan adopted by municipal Council with adjustments as follows:

Budget for the year
Add:
Capital expenses
New long-term liabilities
Less:
Amortization of tangible capital assets
Budget loss per consolidated statement of operations

14. Obligations contractuelles

La Municipalité a signé un contrat d'exploitation pour la cueillette des déchets ménagers qui vient à échéance en décembre 2025. La Municipalité s'est engagée à verser la somme de 177,53\$ par maison pour les déchets pour la durée restante du contrat.

14. Contractual Obligations

The Municipality has signed an operating contract for the collection of residential waste which expires in December 2025. The Municipality has committed to pay \$177.53 per household for waste for the remainder of the contract.

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14. Obligations contractuelles (suite)

En plus des engagements contractuels mentionnés ci-haut, la municipalité a aussi des engagements pour les services d'incendie, l'élimination des déchets, la location d'équipement et autres.

Les paiements minimaux annuels pour les cinq prochains exercices sont les suivants:

2024	\$ 1,198,586
2025	\$ 553,001
2026	\$ 61,571
2027	\$ 29,431
2028	\$ 3,057

14. Contractual obligations (continued)

In addition to the above contractual obligations, the municipality also has contractual obligations for fire services, waste disposal, equipment leases, and others.

The minimum annual payments for the next five years are as follows:

15. Information sectorielle

La Municipalité est une institution gouvernementale diversifiée qui fournit un large éventail de services aux citoyens tel que les services de transport routier, police, incendie, eau et égouts. Des secteurs fonctionnels distincts ont été divulgués séparément dans l'information sectorielle. La nature de ces secteurs et les activités qu'ils englobent sont les suivants :

Services communautaires

Ce secteur fournit des services destinés à améliorer la santé et le développement des citoyens de la municipalité. Des programmes récréationnels et culturels tels que le hockey, les quilles et les leçons de patinage sont offerts dans les arénas et les centres communautaires. De plus, la Municipalité fournit des services de bibliothèque pour aider les citoyens avec leurs besoins d'information.

Services environnementaux

Les services environnementaux fournis par la Municipalité incluent l'élimination des déchets ainsi que la collecte d'ordures pour les citoyens.

Urbanisme et aménagement

Ce département fournit plusieurs services incluant l'urbanisme, la maintenance et l'application des codes de bâtiment et de construction ainsi que l'examen de tous les plans de développement de propriété à travers son processus d'application pour des permis de construction. Ce département fournit aussi la maintenance des drains municipaux, qui assurent le drainage adéquat pour les propriétés agricoles et autres services de drainage où la Municipalité agit comme intermédiaire entre les contribuables et la province.

15. Segmented Information

The Municipality is a diversified municipal government institution that provides a wide range of services to its citizens such as transit, police, fire, water and sewer. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

Community Services

This service area provides services meant to improve the health and development of the municipality's citizens. Recreational programs and cultural programs like hockey, bowling and skating lessons are provided at arenas and community centres. Also, the Municipality provides library services to assist with its citizens' informational needs.

Environmental Services

Environmental services consists of providing waste disposal as well as garbage collection for citizens.

Planning and Development

This department provides a number of services including city planning, maintenance and enforcement of building and construction codes and review of all property development plans through its application process. It also provides maintenance of municipal drains, which ensures proper drainage for agricultural properties and tile drainage, where the Municipality acts as an intermediate between the landowners and the province.

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15. Information sectorielle (suite)

Protection des personnes et propriétés

La protection comprend les services de polices et d'incendies. Les services de police assurent la sécurité et la protection des citoyens et de leur propriété. Le département d'incendies est responsable d'offrir les services d'extinctions d'incendies ainsi que de fournir des programmes de prévention, de formation et d'éducation facent aux incendies. Les membres du département d'incendies sont des employés et des volontaires.

Services de transport routier

Le département de transport routier est responsable de la construction et de l'entretien du réseau routier de la Municipalité.

Eau et égouts

Ce service fournit l'eau potable de la Municipalité. La Municipalité traite et nettoie les eaux usées et assure que l'infrastructure d'eau et d'égouts rencontre les normes provinciales.

Administration

Cet item est lié aux revenus et charges qui sont directement attribuables aux opérations de la Municipalité et qui ne sont pas inclus dans un secteur spécifique.

15. Segmented Information (continued)

Protection of Persons and Property

Protection is comprised of police services and fire protection. The police services work to ensure the safety and protection of the citizens and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of both employees and volunteers.

Transportation

Transportation is responsible for the construction and maintenance of the Municipality's road network.

Water and Sewer

This service provides the Municipality's drinking water. The Municipality processes and cleans sewage and ensures the water and sewer system meets all Provincial standards.

General Government

This item relates to the revenues and expenses that relate to the operations of the Municipality itself and cannot be directly attributed to a specific segment.

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15. Information sectorielle (suite)

15. Segmented Information (continued)

Pour l'exercice clos le 31 décembre / For the year ended December 31	Services communautaires / Community Services	Services environnementaux / Environmental	Urbanisme et aménagement/ Planning and Development	Protection des personnes et propriétés / Protection of Persons and Property	Services de transport routier / Transportation	Eau et égouts/ Water and Sewer	Administration / General Government	2023 Total
Revenus / Revenues								
Taxes / Taxation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,972,578	\$ 13,972,578
Redevances des usagers / User charges	466,473	1,080,450	481,359	90,960	82,783	5,174,121	240,089	7,616,235
Paiements de transfert - fédéral / Government transfers - Federal	-	-	-	75,000	2,142,389	-	-	2,217,389
Paiements de transfert - provincial / Government transfers - Provincial	18,466	110,979	94,087	13,456	37,555	-	738,400	1,012,943
Paiements de transfert - autres / Government transfers - other	-	-	-	30,622	444,372	10,000	-	484,994
Permis, licences et amendes / Permits, licenses and fines	178,796	6,680	-	444,434	4,875	-	935,466	1,570,251
Autres / Other	194,710	-	-	-	71,111	-	11,361	277,182
	858,445	1,198,109	575,446	654,472	2,783,085	5,184,121	15,897,894	27,151,572
Charges / Expenses								
Salaires et avantages sociaux / Salaries, wages and benefits	1,222,443	283,268	299,854	848,457	2,170,316	996,539	1,530,193	7,351,070
Matériaux / Materials	587,838	81,318	7,605	360,160	1,884,663	885,547	220,799	4,027,930
Intérêts sur la dette à long terme / Interest on long-term debt	663,754	-	-	34,467	73,862	1,245,458	-	2,017,541
Services contractuels / Contracted services	321,902	1,040,005	570,182	1,865,745	88,281	454,624	631,502	4,972,241
Contributions à d'autres organismes / Contributions to other organizations	164,055	-	-	143,066	-	-	28,682	335,803
Amortissement des immobilisations corporelles / Amortization of tangible capital assets	544,686	131,549	3,545	221,642	2,196,781	2,374,430	138,994	5,611,627
(Gain) perte sur dispositions d'immobilisations corporelles / (Gain) loss on disposal of tangible capital assets	-	-	87,443	-	-	-	-	87,443
	3,504,678	1,536,140	968,629	3,473,537	6,413,903	5,956,598	2,550,170	24,403,655
Excédent (déficit) net / Net surplus (deficit)	\$ (2,646,233)	\$ (338,031)	\$ (393,183)	\$ (2,819,065)	\$ (3,630,818)	\$ (772,477)	\$ 13,347,724	\$ 2,747,917

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15. Information sectorielle (suite)

15. Segmented Information (continued)

Pour l'exercice clos le 31 décembre / For the year ended December 31	Services communautaires / Community Services	Services environnementaux / Environmental	Urbanisme et aménagement/ Planning and Development	Protection des personnes et propriétés / Protection of Persons and Property	Services de transport routier / Transportation	Eau et égouts/ Water and Sewer	Administration / General Government	2022 Total
Revenus / Revenues								
Taxes / Taxation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,165,880	\$ 13,165,880
Redevances des usagers / User charges	441,852	1,052,340	398,276	112,526	34,556	4,051,303	171,883	6,262,736
Paiements de transfert - fédéral / Government transfers - Federal	10,000	-	-	-	2,317,437	-	-	2,327,437
Paiements de transfert - provincial / Government transfers - Provincial	505,867	194,355	139,151	11,974	44,237	-	735,600	1,631,184
Paiements de transfert - autres / Government transfers - other	-	-	-	64,716	487,161	10,000	-	561,877
Permis, licences et amendes / Permits, licenses and fines	27,010	7,810	-	394,874	6,475	609	419,699	856,477
Autres /Other	441,085	9,190	-	-	147,037	-	3,835	601,147
	<u>1,425,814</u>	<u>1,263,695</u>	<u>537,427</u>	<u>584,090</u>	<u>3,036,903</u>	<u>4,061,912</u>	<u>14,496,897</u>	<u>25,406,738</u>
Charges / Expenses								
Salaires et avantages sociaux /Salaries, wages and benefits	813,716	311,993	233,133	795,401	1,800,920	876,735	1,504,563	6,336,461
Matériaux / Materials	484,764	88,495	9,546	305,495	1,398,887	834,121	202,207	3,323,515
Intérêts sur la dette à long terme / Interest on long- term debt	63,944	-	-	36,301	81,083	731,335	480	913,143
Services contractuels / Contracted services	179,960	1,076,674	509,136	1,729,317	(326,303)	785,122	636,396	4,590,302
Contributions à d'autres organismes / Contributions to other organizations	114,536	-	-	174,436	-	-	38,575	327,547
Amortissement des immobilisations corporelles / Amortization of tangible capital assets	259,415	-	295	215,199	2,228,279	1,625,633	132,994	4,461,815
Perte sur dispositions d'immobilisations corporelles / Loss on disposal of tangible capital assets	-	-	598,274	-	-	-	-	598,274
	<u>1,916,335</u>	<u>1,477,162</u>	<u>1,350,384</u>	<u>3,256,149</u>	<u>5,182,866</u>	<u>4,852,946</u>	<u>2,515,215</u>	<u>20,551,057</u>
Excédent (déficit) net / Net surplus (deficit)	\$ (490,521)	\$ (213,467)	\$ (812,957)	\$ (2,672,059)	\$ (2,145,963)	\$ (791,034)	\$ 11,981,682	\$ 4,855,681

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16. Chiffres comparatifs

Certains chiffres de l'exercice précédent ont été reclassés afin que leur présentation soit conforme à la présentation des états financiers consolidés de l'exercice courant.

16. Comparative figures

Certain figures from the prior year were reclassified so that their presentation would correspond to the presentation in the current year consolidated financial statements.

Corporation de la Municipalité de la Nation

Rapport d'audit remis au conseil municipal
pour l'exercice terminé le 31 décembre 2023

COMMENCER



À l'attention au conseil municipal de Corporation de la Municipalité de la Nation

Nous sommes heureux de vous remettre ce document qui met en lumière les résultats pertinents pour l'audit des états financiers de Corporation de la Municipalité de la Nation (la municipalité) pour l'exercice terminé le 31 décembre 2023.

Le document ci-joint présente notre approche à l'égard de votre audit et aborde, entre autres, les risques importants, la nature, l'étendue, le calendrier et les résultats de nos travaux d'audit, ainsi que les conditions de notre mission. Nous ferons également état des déficiences importantes du contrôle interne que nous aurions relevées au cours de notre audit et confirmerons notre indépendance.

Dans le cadre de notre audit, nous avons obtenu certaines déclarations de la direction, soit par la voie d'entretiens ou par écrit. Nous avons recueilli ces déclarations dans les documents de travail de l'audit.

Nous sommes impatients de discuter de notre document avec vous. Entre-temps, n'hésitez pas à communiquer avec nous si vous avez des questions ou des préoccupations.

Veillez agréer l'expression de nos sentiments les meilleurs.

BDO Canada s.r.l./LLP



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ENSEMBLE D'OUTILS D'AUDIT
NUMÉRIQUES DE BDO

APT Next Gen

Nous utilisons le logiciel et outil de documentation APT Next Gen pour sauver du temps, simplifier nos processus et réaliser des audits sans support papier.

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Responsabilités de l'auditeur : états financiers

Nous avons la responsabilité de formuler et d'exprimer une opinion sur les états financiers qui ont été préparés par la direction, avec la supervision des responsables de la gouvernance. L'audit des états financiers ne dégage pas la direction et les responsables de la gouvernance de leurs responsabilités. L'étendue de nos travaux, telle que confirmée dans notre lettre de mission, est définie ci-dessous :

- ▶ Présenter des conclusions importantes au conseil municipal, y compris les questions clés portant sur l'audit et la comptabilité, les faiblesses importantes du contrôle interne et les autres questions importantes découlant de nos travaux.
- ▶ Fournir des lettres de recommandations constructives et en temps opportun. Ceci inclura les déficiences du contrôle interne qui ont été relevées lors de notre audit.
- ▶ Effectuer des consultations relatives à la comptabilité, à et aux questions de présentation de l'information pendant l'exercice terminé.
- ▶ Collaborer avec la direction pour publier les états financiers en temps opportun.
- ▶ Relever et évaluer les risques d'anomalies significatives résultant de fraudes.
- ▶ Obtenir des éléments probants suffisants et appropriés concernant les risques d'anomalies significatives en raison de fraudes évalués, en élaborant et en mettant en œuvre des réponses appropriées.
- ▶ Fournir une réponse appropriée pour les cas de fraude ou les cas de fraude suspectés relevés pendant l'audit.





Responsabilités de l'auditeur : risques de fraude

Nous sommes responsables de la planification et de la réalisation de l'audit de façon à obtenir l'assurance raisonnable que les états financiers ne comportent pas d'anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs, et nous devons, à cet égard, exécuter les tâches suivantes :

- ▶ Identifier et évaluer les risques d'anomalies significatives résultant de fraudes;
- ▶ Obtenir des éléments probants suffisants et appropriés concernant les risques d'anomalies significatives en raison de fraudes évalués, en élaborant et en mettant en œuvre des réponses appropriées;
- ▶ Fournir une réponse appropriée pour les cas de fraude ou les cas de fraude suspectés relevés pendant l'audit.

La probabilité de non-détection d'une anomalie significative résultant d'une fraude est plus élevée que celle d'une anomalie significative résultant d'une erreur, car la fraude peut impliquer la collusion et d'autres stratagèmes subtils et soigneusement orchestrés visant à la dissimuler.

Le rapport de l'auditeur



Notre méthode d'audit des états financiers

[NOTRE PROCESSUS](#)



Responsabilités de l'auditeur : risques de fraude

Pendant notre audit, nous effectuerons des procédures d'évaluation des risques et des activités connexes afin d'acquérir une compréhension de l'entité et de son environnement, y compris les contrôles internes de la municipalité, afin d'obtenir des renseignements que nous utiliserons pour repérer les risques d'anomalies significatives en raison de fraudes. Nous nous renseignerons auprès de la direction concernant ce qui suit :

- ▶ Évaluation par la direction du risque que les états financiers puissent comporter des anomalies significatives résultant de fraudes, notamment la nature, la portée et la fréquence des procédures d'évaluation;
- ▶ Procédures mises en place par la direction pour identifier les risques de fraude dans la municipalité et y répondre, notamment les risques spécifiques de fraude qu'elle a identifiés ou qui ont été portés à son attention, ou les catégories d'opérations, les soldes de comptes ou les informations à fournir dans les états financiers qui sont susceptibles d'être exposés à un risque de fraude;
- ▶ Informations que la direction a communiquées, le cas échéant, aux responsables de la gouvernance sur les procédures mises en place pour identifier les risques de fraude dans Corporation de la Municipalité de la Nation et pour y répondre;
- ▶ Communication par la direction, le cas échéant, d'informations au personnel concernant sa vision des pratiques commerciales et du comportement éthique.

Nous n'avons pris connaissance d'aucune fraude ayant une incidence sur la municipalité. Si vous avez connaissance de cas de fraudes avérées, suspectées ou alléguées, veuillez nous en informer.

Aperçu de l'audit

Seuil de signification

Nous avons déterminé que le seuil de signification est de 800 000\$ pour l'exercice terminé le 31 décembre 2023.

Les anomalies sont considérées importantes lorsqu'on s'attend raisonnablement à ce qu'elles influencent les décisions que les utilisateurs prendront en se basant sur les états financiers.

Les jugements sur le seuil de signification tiennent compte des circonstances et incluent une évaluation des facteurs quantitatifs et qualitatifs, et ils peuvent être influencés par l'ampleur ou la nature d'une anomalie, ou une combinaison des deux.

Nous avons communiqué au conseil municipal toutes les anomalies corrigées et non corrigées au cours de notre audit, exception faite de celles que nous avons déterminées comme étant « manifestement négligeables ».

Nous invitons la direction à corriger toutes les anomalies identifiées au cours du processus d'audit.

Notre indépendance



Nous nous sommes conformés aux règles de déontologie pertinentes et nous n'avons connaissance d'aucune relation entre Corporation de la Municipalité de la Nation et notre cabinet qui peut raisonnablement être considérée comme susceptible d'avoir des incidences sur notre indépendance.

Statut de l'audit

Nous avons pratiquement achevé notre audit des états financiers de l'exercice terminé le 31 décembre 2023, en attendant l'achèvement des éléments suivants :

- ▶ Réception de la lettre d'affirmation de la direction signée
- ▶ Examen des événements postérieurs jusqu'à la date d'approbation des états financiers
- ▶ Approbation des états financiers par au conseil municipal

Nous avons effectué notre audit conformément aux Normes d'audit généralement reconnues du Canada. Les objectifs de notre audit sont d'obtenir l'assurance raisonnable, mais non absolue, que les états financiers pris dans leur ensemble sont exempts d'anomalies significatives.

Constatations de l'auditeur

Dans le cadre de notre communication continue avec vous, nous sommes tenus de vous faire part de nos points de vue sur les aspects qualitatifs importants des méthodes comptables de la municipalité y compris les politiques, les estimations comptables et la présentation de l'information des états financiers. Nous sommes enthousiastes à l'idée d'explorer ces sujets en profondeur et de répondre à vos questions. Voici un résumé des principaux sujets de discussion :

Postes des états financiers	Risques relevés	Constatations de l'auditeur
Comptabilisation des produits	Selon les normes d'audit canadiennes, les audits doivent comporter un risque important en matière de comptabilisation des produits.	Nous avons analysé les politiques de constatation et la façon dont elles sont appliquées dans les opérations quotidiennes de la municipalité. Nous avons examiné les entrées de journal et les ajustements apportés aux revenus fiscaux et aux redevances d'usage et nous avons retracé aux avis. Aucun problème n'a été soulevé.
Services aux employés résidents	Risque que les employés résidents manipulent leur propre taux de taxes municipales et redevances des usagers	Nous avons testé les taux de taxe utilisés et retracé à la preuve de paiement pour un échantillon d'employé résident dans la municipalité. Aucun problème n'a été soulevé
Dérogation des contrôles par la direction	Le dépassement des contrôles par la direction est un risque standard dans toutes les audits.	Nous avons examiné les entrées de journal tout au long de l'année. Aucun problème n'a été soulevé.
Obligations liées à la mise hors services d'immobilisations	La norme NCSP 3280 est entrée en vigueur le 1 septembre 2022. La norme exige que la municipalité estime les couts liés aux obligations liées à la mise hors service d'immobilisations pour diverses immobilisations qui auront des coûts de mise hors de service à la fin de leur durée de vie.	Nous avons examiné le calcul préparé par la direction et fait le lien avec les pièces justificatives, le cas échéant. Nous nous sommes assurés que toutes les obligations liées à la mise hors de service d'immobilisations étaient incluses en discutant avec la direction. Nous avons également évalué la caractère raisonnable du processus suivi par la direction pour identifier les responsabilités potentielles. Aucun problème n'a été soulevé.



Questions relatives au contrôle interne

Au cours de notre audit, nous avons effectué les procédures suivantes relatives à l'environnement de contrôle interne de la municipalité :

- ▶ Documentation des systèmes d'exploitation afin d'évaluer la conception et la mise en œuvre des activités de contrôle pertinentes à l'audit.
- ▶ Discussion sur les risques potentiels liés à l'audit avec la direction et prise en compte de ces risques.

Nous avons tenu compte des procédures pour déterminer l'étendue et la nature des procédures de corroboration requises.



Nous sommes tenus de vous signaler par écrit toute déficience importante dans les contrôles internes que nous avons repérée au cours de l'audit.

Une déficience importante désigne une déficience ou combinaison de déficiences des contrôles internes qui sont suffisamment préoccupantes pour nécessiter l'attention des responsables de la gouvernance.

L'audit exprime une opinion sur les états financiers de la municipalité. Par conséquent, il ne couvre pas tous les aspects des contrôles internes, mais seulement ceux qui sont pertinents à la préparation des états financiers et à la conception des procédures d'audit appropriées. Ces travaux n'ont pas été réalisés aux fins d'exprimer une opinion sur l'efficacité du contrôle interne.

Nous n'avons pas relevé de déficiences de contrôle qui, à notre avis, sont d'une importance significative qui mérite discussion.



Écarts non ajustés

Sommaire des écarts non ajustés

A part la sous-évaluation du passif potentiel de WSIB comme les années passées, aucune erreur non corrigée identifiée dans le cours de notre audit.

Écarts ajustés

Sommaire des écarts ajustés

Aucun écart ajusté identifié durant l'audit.



Autres communications obligatoires

Les normes professionnelles exigent que les auditeurs indépendants communiquent certaines questions liées à l'audit aux responsables de la gouvernance. Outre les points communiqués dans la présente lettre, le tableau ci-joint résume ces communications additionnelles requises.

Question	Réponse de BDO
Incidence potentielle sur les états financiers de tous les risques importants et de toutes les expositions importantes, par exemple un litige en suspens, qui doivent être présentés dans les états financiers.	Aucun risque identifié
Des incertitudes importantes liées à des événements et à des conditions susceptibles de jeter un doute important sur la capacité de la municipalité à poursuivre son exploitation.	Aucun risque identifié
Les désaccords avec la direction au sujet des questions qui, individuellement ou collectivement, pourraient avoir une incidence importante sur les états financiers de la municipalité ou le rapport de l'auditeur.	Aucun désaccord identifié
Les questions concernant la non-conformité aux lois et règlements.	Aucune question identifiée
Des opérations importantes avec des parties liées qui ne sont pas dans le cours normal des activités et pour lesquelles la direction fait preuve d'un jugement solide en ce qui concerne l'évaluation ou l'information à présenter.	Aucune transaction de ce type identifiée
Les consultations de la direction auprès d'autres experts-comptables au sujet des questions importantes d'audit et de comptabilité.	Aucune consultation avec d'autres experts-comptables à propos de tels questions
Autres questions	Aucune autre question



Notre méthode d'audit des états financiers : notre processus d'audit

DÉTERMINATION ET ÉVALUATION DES RISQUES

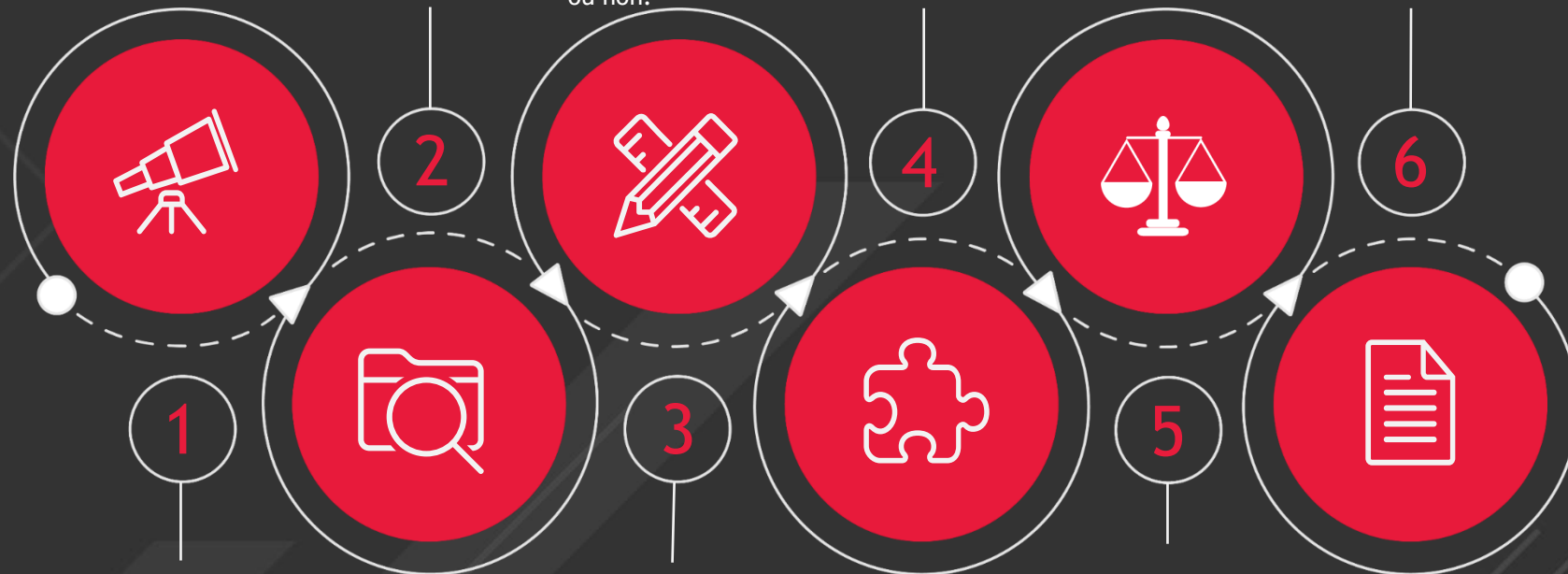
Nous mettons l'accent sur les postes des états financiers susceptibles de contenir des anomalies significatives en raison des risques auxquels vous êtes confrontés.

OBTENTION D'ÉLÉMENTS PROBANTS

Nous mettons en œuvre des procédures d'audit tout en exerçant adéquatement notre esprit critique afin de conclure si les états financiers donnent une image fidèle ou non.

COMMUNICATION

Nous communiquons notre opinion et les détails des questions sur lesquelles nous sommes tenus de nous prononcer.



ÉTENDUE DE L'AUDIT

Nous effectuons un examen préliminaire afin de planifier l'audit, de déterminer le seuil de signification et de délimiter l'étendue de l'audit.

ÉLABORER UN PROCESSUS D'AUDIT

Nous élaborons une stratégie d'audit appropriée nous permettant d'obtenir une assurance suffisante pour rédiger un rapport sur les états financiers.

FORMULATION D'UNE OPINION

Nous déterminons si nous disposons de suffisamment d'éléments probants pour conclure que les états financiers ne comportent pas d'anomalies significatives et nous examinons l'incidence des anomalies potentielles relevées.

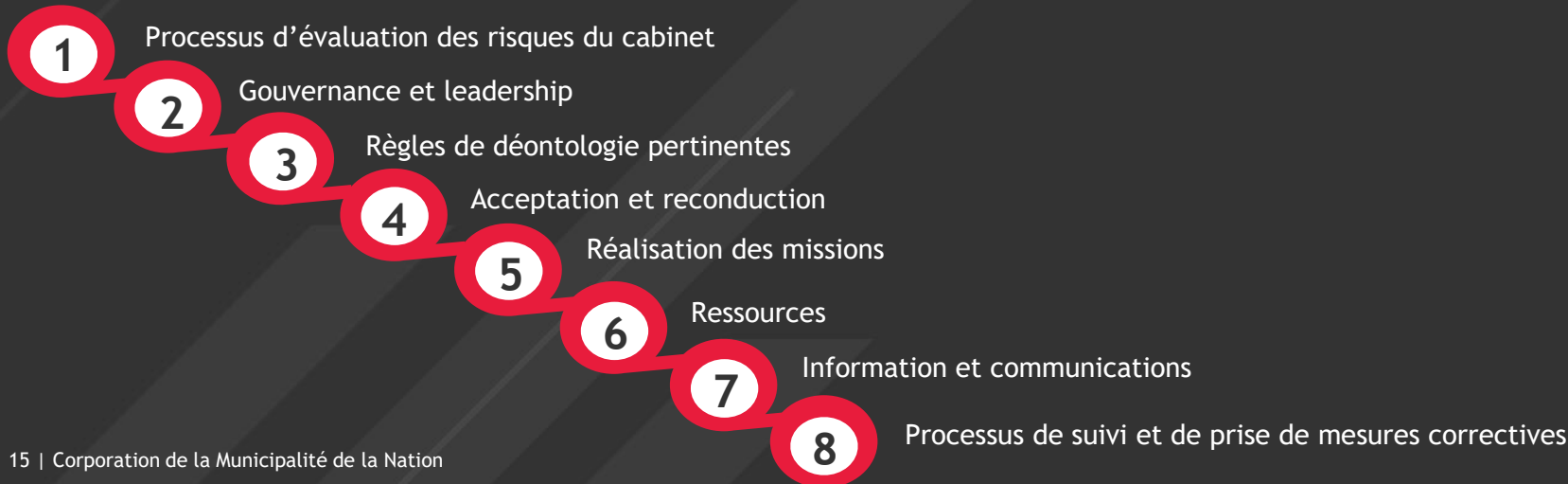


Le système de gestion de la qualité du cabinet permet de réaliser de manière uniforme des missions d'audit de qualité

Le cabinet s'engage à maintenir des normes de qualité élevées en matière d'audit qui répondent aux attentes des parties prenantes et servent l'intérêt public. Il promeut une culture dans laquelle la qualité des audits se trouve au cœur de la stratégie et des priorités. Tous les associés et membres du personnel professionnel sont tenus d'assurer la qualité des missions et de défendre l'éthique, l'attitude et les valeurs professionnelles.

Le cabinet a investi énormément d'heures et de ressources pour mettre en place et exploiter un système de gestion de la qualité qui respecte les exigences définies dans la Norme canadienne de gestion de la qualité 1 (« NCGQ 1 »), Gestion de la qualité par les cabinets qui réalisent des audits ou des examens d'états financiers, ou d'autres missions de certification ou de services connexes, publiée par le Conseil des normes d'audit et de certification. Ce système permet de veiller à ce que le cabinet et son personnel respectent les normes professionnelles ainsi que les exigences juridiques et réglementaires, réalisent des missions conformes et publient des rapports appropriés dans les circonstances.

Notre système de gestion de la qualité permet d'assurer une exécution uniforme des missions d'audit en concentrant les efforts sur huit composantes qui fonctionnent de manière cyclique et intégrée. Voici ces huit composantes :



Norme de qualité en matière d'audit



NCGQ 1

La qualité d'un audit repose non seulement sur les personnes qui le réalisent, mais aussi sur les systèmes qui le fondent. Les nouvelles règles de cette norme améliorent énormément la qualité des audits.

Notre approche d'audit : répondre aux besoins

La structure du cabinet a été pensée de manière à disposer d'un associé pour six employés. Cela permet une facilité d'accès au personnel expérimenté et à l'associé principal tout au long de votre audit. Notre façon de faire permet à l'équipe d'acquiescer une bonne compréhension de votre organisation.

Notre processus d'audit se distingue de l'audit classique par le recours à des examens sur le terrain, dans le respect des normes de sécurité liées à la COVID-19. L'avantage de l'examen sur le terrain réside dans le fait que les décideurs finaux sont déjà sur place pour régler tout problème et achever le dossier.

Nous offrons une gamme complète de services ainsi que l'expertise d'un cabinet national. Nous ne perdons toutefois pas de vue notre appartenance aux communautés locales. La gamme complète de services que nous proposons est enrichie par une vaste connaissance des divers secteurs acquise en près de 100 ans d'expérience auprès des collectivités locales.



Découvrez comment nous améliorons la qualité des audits



Publication du Rapport sur la qualité des audits

Nos valeurs fondamentales concernent la qualité des audits, les mesures concrètes que nous prenons pour l'appuyer et les avancées que nous avons réalisées pour l'améliorer.

[Suivez notre évolution](#)



Ensemble d'outils d'audit de BDO

Nos outils d'audit numériques permettent à nos équipes de mener des audits systématiques fondés sur les risques, autant au Canada qu'à l'échelle internationale, en faisant preuve d'une efficacité maximale et en perturbant le moins possible les activités et le personnel de nos clients.

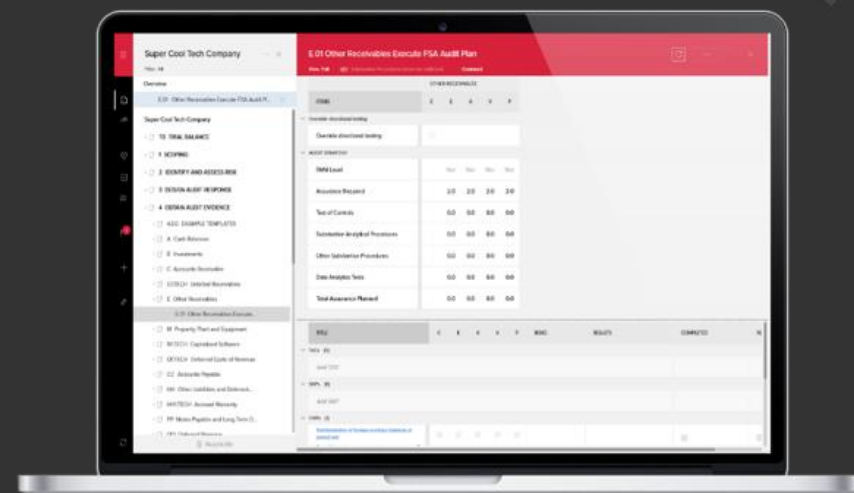
APT Next Gen

Notre logiciel d'audit et outil de documentation, nommé « APT », fait partie intégrante de notre méthodologie d'audit. Nos professionnels utilisent APT pour concevoir et exécuter des procédures d'audit et des tests pertinents fondés sur les risques et reposants sur les Normes canadiennes d'audit (NCA) applicables, ainsi que pour tenir compte des objectifs et des circonstances propres à la mission et au secteur.

APT nous permet de réaliser un audit adapté à votre organisation, qu'il s'agisse d'un audit de petite ou de grande envergure; d'un audit complexe, ou simple.

Cet outil sophistiqué renforce également deux attributs fondamentaux de nos audits : la cohérence et la qualité. Le modèle de qualité que nous avons élaboré mesure nos résultats d'audit à l'aide d'indicateurs de qualité rigoureux et reflète notre indispensable philosophie en matière de qualité. Pour voir la qualité et la cohérence de nos audits à l'œuvre, il suffit de voir comment nos équipes partagent les pratiques d'audit les plus efficaces pour favoriser une amélioration continue.

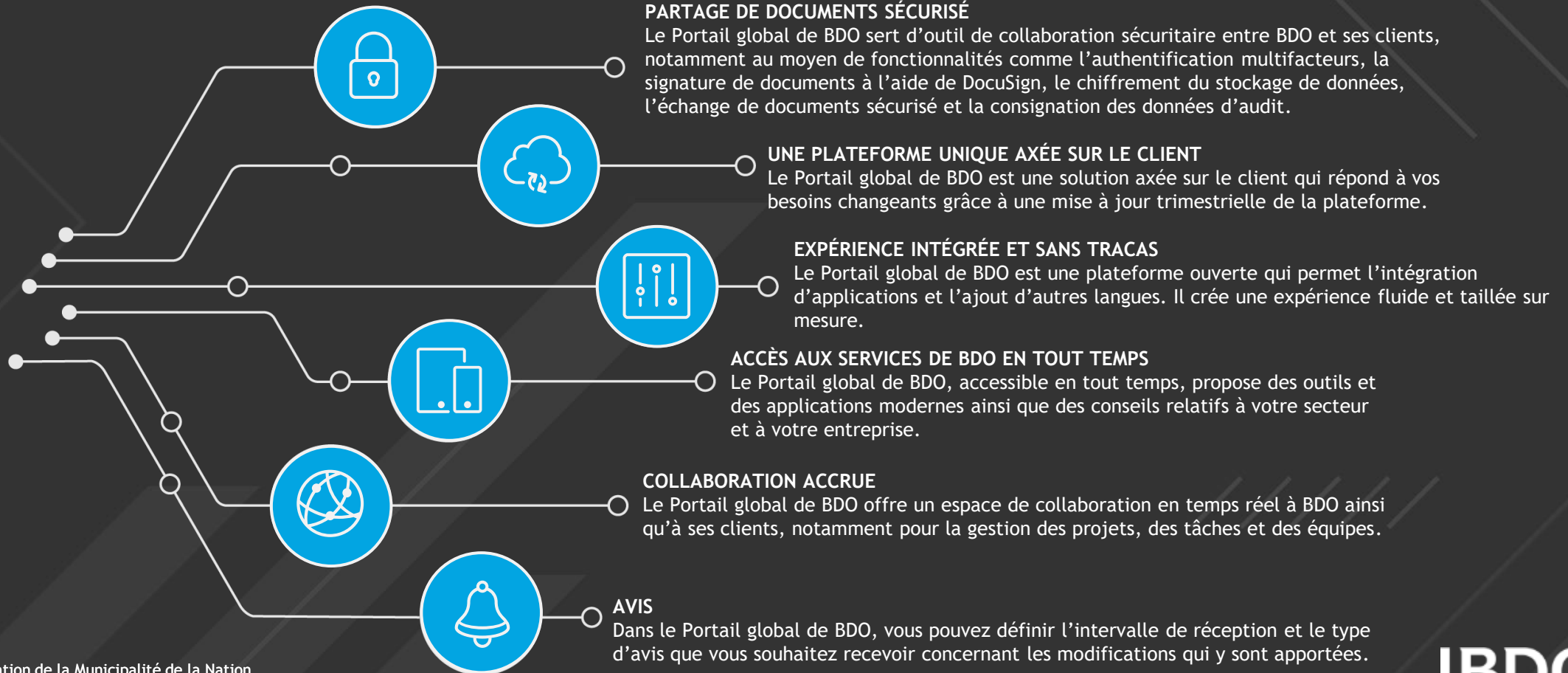
Grâce à une alliance stratégique avec Microsoft et à l'introduction d'une nouvelle technologie, cet outil mondial en infonuagique est désormais en mesure de simplifier et de cibler le processus d'audit de façon encore plus poussée pour les professionnels de BDO et leurs clients.





Portail global de BDO

Le Portail global de BDO améliore votre expérience numérique avec vos conseillers du cabinet. Disponible en tout temps, le Portail vous permet d'accéder à l'entièreté des services, des outils, des applications et des informations pour collaborer aisément avec vos conseillers dans un environnement informatique flexible.

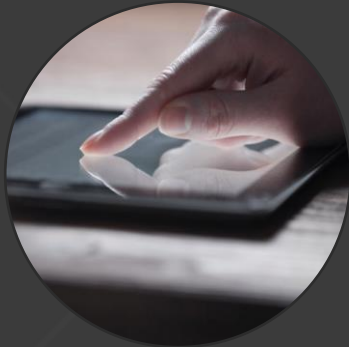




Ressources recommandées

Connaissances et perspectives à portée de main

Principaux changements en matière de présentation de l'information financière



Lorsque les normes en matière d'information financière changent, vous devrez peut-être revoir votre façon de présenter les états financiers et de diriger l'organisation.

[VISITEZ NOTRE CENTRE DE CONNAISSANCES](#)

Dernières astuces en fiscalité



Déclaration de revenus des sociétés, taxes de vente, prix de transfert, fiscalité internationale, programmes gouvernementaux : leur effet cumulatif influe grandement sur le résultat net de toute entreprise. Nous vous tenons informé des nouveautés en matière fiscale.

[RESTER À L'AFFÛT DES NOUVEAUTÉS EN FISCALITÉ](#)

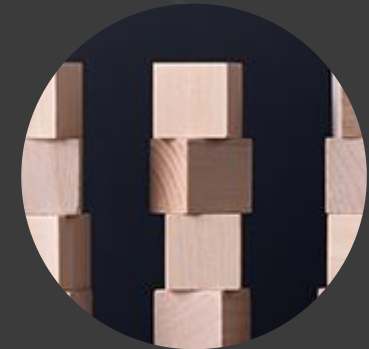
Sujets d'actualité



Nous sommes une communauté de conseillers qui ont à cœur l'intérêt supérieur de leurs clients. C'est pourquoi nous restons à l'affût afin de vous faire part de nouvelles idées et perspectives à propos des principales tendances dans le monde des affaires.

[DÉCOUVRIR](#)

Obligations liées à la mise hors service d'immobilisations : Une approche pratique à l'égard du chapitre SP 3280



Cette publication décrit une démarche pratique pour l'application du chapitre SP 3280, notamment la détermination, la comptabilisation et l'évaluation d'une obligation ainsi que les différentes options dont peuvent se prévaloir les entités lors de la transition.

[LIRE L'ARTICLE](#)



Pleins feux sur les facteurs ESG



Crise sanitaire internationale, mouvements sociaux, valeurs des actionnaires et des investisseurs, chaîne de valeur mondiale, transition énergétique, villes intelligentes, finances durables, tous ces événements mondiaux bouleversent l'écosystème des entreprises canadiennes.

Les normes ainsi que la réglementation évoluent rapidement pour tenir compte des objectifs des parties prenantes. Les entreprises, les investisseurs et les clients voient dans les considérations environnementales, sociales et de gouvernance (« ESG ») des indicateurs de réussite importants. Les informations financières et non financières sont de plus en plus imbriquées.

Perspectives concernant les facteurs ESG



Des données sectorielles à votre portée

[Découvrir](#)



Pleins feux sur le secteur public



Des données sectorielles pour façonner vos activités

Chez BDO, nous aidons les gouvernements à créer des méthodes de travail plus efficaces en vue d'offrir de meilleurs résultats aux citoyens comme aux fonctionnaires. Que ce soit pour des solutions technologiques, l'élaboration de programmes, des services-conseils ou des services d'audit, notre équipe peut vous guider dans la prise de décisions stratégiques pour que vous puissiez concrétiser votre vision, vos objectifs et vos attentes en matière de responsabilité.

Perspectives à la une pour le secteur public



Ressources de soutien aux entreprises

[DÉCOUVRIR](#)

Annexe

- ▶ Annexe A : Lettre de recommandations

Annexe A : Lettre de recommandations



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BDO Canada LLP
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Ottawa (Ontario)
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BDO Canada LLP

Le 27 mai 2024

Corporation de la Municipalité de la Nation
958 route 500 ouest
Casselman (Ontario)
K0A 1M0

À l'attention des membres du conseil

Objet: Lettre de recommandations

Au cours de notre mission d'audit des états financiers (les « états financiers ») de la Corporation de la Municipalité de la Nation pour l'exercice clos le 31 décembre 2023, nous avons fait des constatations susceptibles d'intéresser les membres du conseil.

L'objectif d'un audit est d'obtenir une assurance raisonnable que les états financiers sont exempts d'anomalies significatives et ne consiste pas à relever les éléments susceptibles d'intéresser la direction aux fins de l'acquittement de ses responsabilités. Par conséquent, un audit ne permet normalement pas de relever tous ces éléments.

Les constatations susceptibles d'intéresser la direction sont inclus à l'annexe 1.

La présente communication est rédigée uniquement pour informer le conseil municipal et ne doit pas servir à d'autres fins. Nous n'assumons aucune responsabilité quant à l'usage du présent document par un tiers.

Nous tenons à vous exprimer notre gratitude pour la coopération et l'assistance apportées par Nadia Knebel dans le cadre de l'audit réalisé.

Nous vous prions, mesdames et messieurs, de bien vouloir recevoir l'expression de nos sentiments les meilleurs,

Annik Blanchard, CPA, CA
Associée
BDO Canada s.r.l./LLP
Comptables professionnels agréés, experts-comptables autorisés

Annexe 1

CONSTATATION	IMPACT	RECOMMANDATION
Recommandations découlant de l'audit des systèmes et contrôles informatiques		
Accès privilégié - CityWide, Online Banking et Asyst	BDO a noté que pour CityWide, Online Banking et Asyst, certains utilisateurs administratifs avaient des fonctions qui incluait le contrôle d'information financière. L'accès au niveau administratif permet aux utilisateurs d'avoir la possibilité de configurer de nouveaux utilisateurs et de configurer l'accès des utilisateurs, ainsi que d'exécuter des fonctions incompatibles au sein du système pour atteindre un objectif personnel.	L'accès administratif ne devrait être accordé qu'au personnel des technologies de l'information qui n'exerce pas de fonctions incompatibles.
<p>Réponse de la direction : Quoiqu'il serait idéal que le personnel des TI prenne en charge les configurations et la gestion des usagers pour CityWide, les services bancaires en ligne, et Asyst, ceci n'est, pour l'instant, pas une option envisageable pour La Nation. Le département de TI se résume à une personne faisant principalement des tâches de TI (réseau, ordinateurs, programmation, etc.) et n'ayant aucune notion des besoins des usagers des programmes précédemment cités. Donc, le département des finances aurait à dicter les accès nécessaires et diriger la gestion des usagers. Si tel était le cas, les TI n'auraient dans les faits pas pris cette tâche en charge. De plus, les employées des finances qui gèrent présentement les accès et les employés dans ces applications/programmes, quoiqu'ils exercent des fonctions incompatibles, sont soit tenu par un code d'éthique professionnel et/ou redevable à la haute direction et au Conseil. Nous croyons que ceci réduit les risques de façon significative.</p>		

CONSTATATION	IMPACT	RECOMMANDATION
Vulnérabilité de mots de passe- Asyst et CityWide	BDO a noté que les mots de passe pour l'application CityWide n'ont pas d'exigences de complexités à respecter et que les paramètres de déconnexion/verrouillage sont insatisfaisants pour faire face aux tentatives de force brute. Aussi, BDO a noté qu'il n'y avait pas de paramètres obligatoires pour les applications Asyst et CityWide. Un manque de complexité du mot de passe pourrait entraîner un utilisateur non autorisé à deviner facilement un mot de passe et à accéder aux applications.	Des exigences de complexité des mots de passe doivent être mises en œuvre pour s'assurer que l'accès aux applications est bien sécurisé.
	Réponse de la direction : La municipalité reçoit ce point et n'est pas en désaccord. Cependant, il est bon de noter que les programmes ou applications cités sont des logiciels standards (« off the shelf softwares »). C'est-à-dire que La Nation n'a pas accès à personnaliser les logiciels. Donc, si le logiciel n'a pas d'exigences en termes de paramètres de sécurité quant aux mots de passe, La Nation ne peut pas en ajouter. Ceci dit, La Nation encourage ses employés à avoir des mots de passe sécuritaires (nombre de caractères, majuscules, minuscules, chiffres caractères spéciaux, etc.) mais nous ne pouvons pas faire le suivi des mots de passe de tous afin de s'assurer qu'ils se conforment à ce qui est encouragé (dû à la confidentialité et la sécurité).	
CONSTATATION	IMPACT	RECOMMANDATION
Accès pour nouveaux utilisateurs - CityWide, Asyst, Online Banking	BDO a noté que le processus de demande d'accès pour les nouveaux utilisateurs n'est pas entièrement documenté et formalisé pour CityWide, Asyst et Online Banking. Il y a un risque accru que des utilisateurs fictifs ou non autorisés se voient accorder un accès lorsque la documentation des accès pour chaque utilisateur est incomplète.	BDO recommande la mise en place d'une liste de contrôle pour l'embarquement des employés, qui précise le nom de l'employé, les détails d'accès et l'approbateur, ainsi que les applications par lesquelles l'accès doit être accordé.
	Réponse de la direction : La Nation dispose d'une liste de vérification pour l'intégration, mais celle-ci sera améliorée pour inclure toutes les demandes d'accès aux logiciels ainsi qu'une trace des demandes du superviseur.	

CONSTATATION	IMPACT	RECOMMANDATION
Accès des employés résiliés - CityWide, Asyst, Online Banking	BDO a constaté que le processus de retrait de l'accès pour les utilisateurs résiliés n'est pas complètement documenté et formalisé pour CityWide, Asyst et la banque en ligne. Sans un processus formel, le risque de fraude augmente lorsque les utilisateurs ne sont pas supprimés en temps opportun. Les IDs peuvent être utilisés pour accéder aux applications.	BDO recommande la mise en place d'une liste de contrôle pour la sortie d'un employé résilié, dans laquelle indique l'employé, les détails de l'accès et l'approbateur, ainsi que les applications par lesquelles l'accès doit être supprimé.
	<u>Réponse de la direction :</u> La Nation envisage de mettre en place une liste de vérification de départ afin de suivre la suppression de l'accès des utilisateurs aux logiciels.	



Report to Council

Report Number: WS 10-2024

Subject: Water Master plan - Limoges

Date of the meeting: June 24th, 2024

Prepared by: Nicholas Pigeon CET, Director of Water and Wastewater

Circulated to and/or collaborated with: Marc-Olivier Gratton & Guylain Laflèche

Approval: Pierre Leroux, CAO

In agreement with the recommendation based on the contents of this report.

Recommendation

Be it resolved that Council receives report WS 10-2024 dated June 24, 2024, and approve the award of a contract and authorization to enter into an agreement with the engineering firm EXP Services Inc. for an amount of $\$99,975.00 + \$1759.56 = \$101,734.56$ (this amount includes 1.76% of non-refundable HST) for the preparation of the water master plan for the Village of Limoges.

Financial Considerations

Budget 2024:	
Water Limoges / Engineers (N-5520-5000-5206)	\$ 90,000.00
Water Master Plan / Infrastructure (N-5520-8070-7500)	\$ 75,000.00
Less – EXP Services Inc. Water Masterplan Proposal	- \$ 101,734.56
Balance remaining on account	\$ 63, 265.44

A satisfactory reserve has been set aside for the proposed water master plan. However, the full amount will likely not be utilized in 2024, a small portion will be set for 2025 to follow with the proposed schedule.

Context

The Nation has been working closely with the Engineering firm EXP Services Inc. for many years. EXP Services Inc. has performed the hydraulic model for the village of Limoges and is already aware of all future developments and impact on the existing infrastructure. They provide guidance and acceptance for all proposed development in Limoges. This streamlined process will contribute to time and cost savings.

They are currently working on other water projects in Limoges such as;

- Upsizing the water booster pumps at the Water Treatment Plant which will be needed in the short term.
- Hydraulic modelling of the complete drinking water system, the fire hydrant testing, etc.

EXP's team is extremely knowledgeable. Their project manager has been working on our system since 1999 (originally with Lecompte Engineering), they also provide an expertise in water modelling, that has been shown to us from prior projects.

Report

The scope of EXP Services Inc.'s water master plan was well detailed. The understanding of the project and the methodology used within their scope are oriented towards our goal for the next 20 years. The project schedule foresees a draft master plan in March 2025.

Due to the exceptional expertise and specialized nature of their service, EXP Services Inc. has a proven track record and unique qualifications that align perfectly with our project needs, ensuring the highest quality outcome. Under our *Procurement policy*, article 10.1.3, allows us to select a single source when the extension of an existing contract would prove more cost effective or beneficial.

This decision balances compliance with policy flexibility, prioritizing project success and timely delivery.

Relevance to priorities

n/a

Communication plan

n/a

Attachments

n/a



Report to Council

Report Number: ZBL-7-2023-3

Subject: Report following August 14th, 2023 public meeting and April 8th, 2024 Council meeting for a zoning amendment, 113-119 Ottawa Street

Date of the meeting: June 24th, 2024

Prepared by: Guylain Lafleche, MCIP, RPP, Planning Director

Circulated to and/or collaborated with: N/A

Approval: Pierre Leroux, CAO

Recommendation

The Planning Department recommends the adoption of by-law 37-2024, which includes a provision requiring a 1.83-metre-high latticed chain link fence for approximately 156 metres at the rear of the property.

Financial Considerations

N/A

Context

On August 14th, 2023, the Planning Department held a public meeting to present a project for 2 apartment blocks of 21 units each. At the meeting, we received various comments from neighbors.

Following this public meeting, the Planning Department presented its revised comments at the Council meeting on April 8th, 2024.

Following these two meetings, the Planning Department completed its analysis of the proposal, but now must determine one final factor, which is the installation of a fence.

The Planning department has received comments from neighbors and the owner following the installation of the fence around the property.

Report

The Planning Department is of the opinion that the two apartment blocks can be located on Ottawa Street. There are still a few technical details concerning the project to be revised, but overall, the whole thing seems to be coming together, and its technical details will be reviewed during the master plan procedure.

However, one final detail remains to be investigated, and that is the installation of a fence. To conclude this process, the Planning Department asked the neighbors and the owner by e-mail or telephone for their comments.

The homeowner proposes to install a 6-foot-high chain link lathed fence along the parking lot (like the one on Christian Street) for a distance of 126 meters.

Some neighbors would prefer an 8-foot-high PVC fence right up to the front of the apartment buildings. (210 meters +/-)

After discussions with some fence professionals, it's clear that wick fencing can meet the criteria. PCV fencing is also at least twice the price of wick fencing.

Despite differences of opinion, SAT proposes the following parameters.

1 The fence must be 6 feet (1.83 m.) high.

2 The fence will have to run along the property line from the rear walls of the neighboring houses and go around the entire rear yard (156 m. +/-).

3 The fence shall be either chain link with lath or pvc.

Relevance to priorities

N/A

Communication Plan

N/A

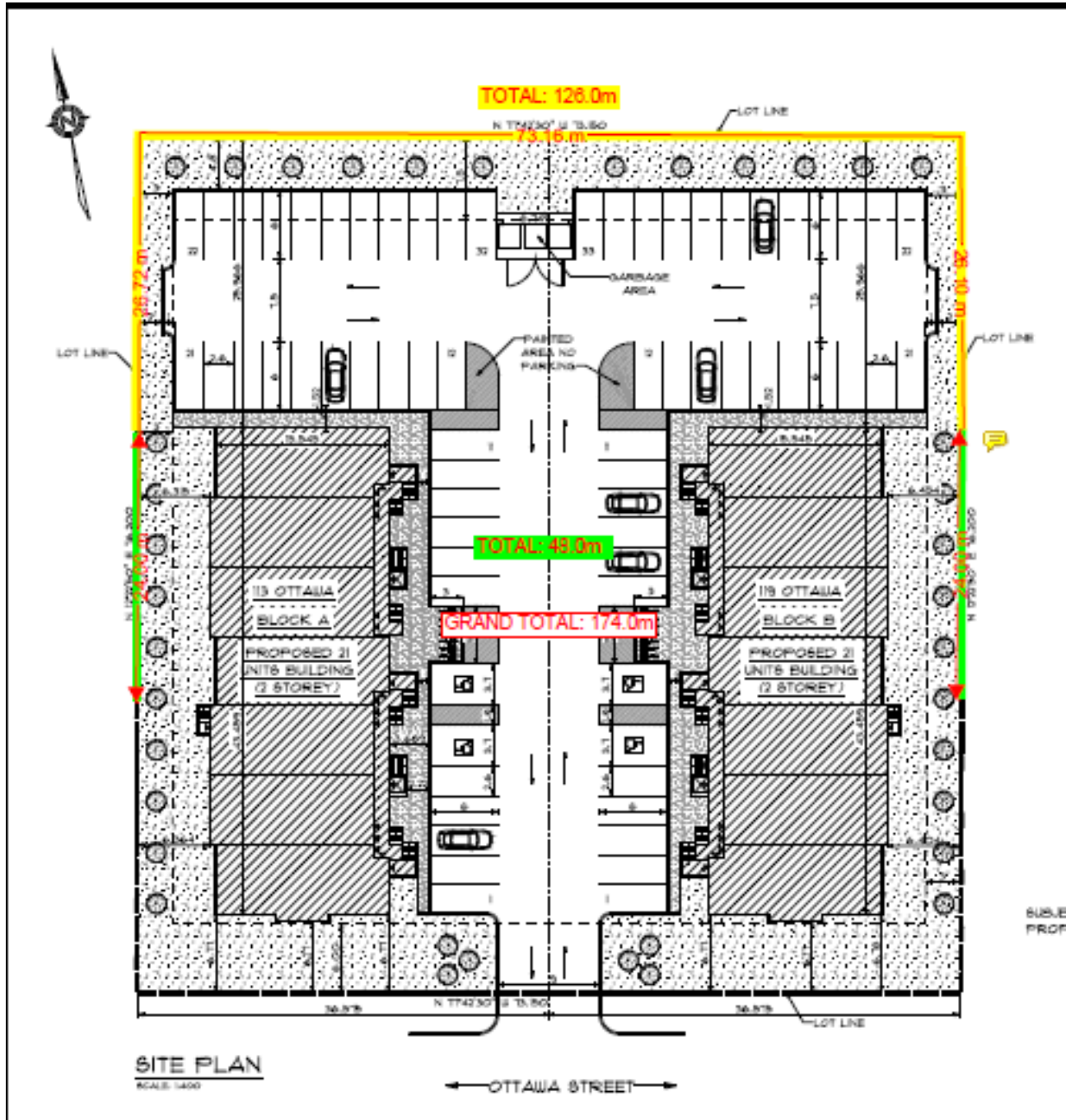
Attachments

SKETCH ANNEX 1

Report ZBL-7-2023

Report ZBL-7-2023-2

ANNEX 1





Report to Council

Report Number: CL-12-2024

Subject: Marriage Solemnization Services

Date of the meeting: June 24, 2024

Prepared by: Aimée Roy, Clerk

Circulated to and/or collaborated with: Communication, Finance

Approval: Pierre Leroux, CAO

In agreement with the recommendation based on the contents of this report.

Recommendation

It is recommended that

- Council authorizes the Clerk's Office to offer the service of marriage solemnization as of July 1, 2024.
- Staff publish a call to those interested in offering marriage officiant services.
- The Clerk's authority to solemnize marriage be also delegated to Julie Langlois-Caisse, the Clerk's Office Administrative Assistant and Chantal Lauzon.
- That By-law 99-2024 be adopted for the marriage solemnization services.

Financial Considerations

The cost of offering this service is minimal. Other than the cost of training and officiants robes, there is no additional costs.

Financial implications have been verified with annual budget and / or approved applicable policy or by-law: Not Applicable

Context

[Ontario Regulation 285/04](#), made under [Marriage Act, R.S.O. 1990, c. M.3](#), authorizes a Clerk of a local municipality to solemnize marriages.

Section 228 (4) of the [Municipal Act, 2001](#), as amended, allows a Clerk to delegate in writing to any person, other than a member of council, any of the clerk's powers and duties under the Municipal Act and any other Act.

As of the date of this report, The Nation Municipality offers the issuing of marriage licence services ([see Annex A for statistics](#)) but does not offer the service of marriage solemnization.

In the United Counties of Prescott Russell, the Township of East Hawkesbury, the City of Hawkesbury and the City of Clarence-Rockland offer the service of marriage solemnization. Outside of the United Counties of Prescott Russell, the City of Cornwall also offers the service. [See Annex B for details.](#)

Report

The Clerk's Department proposes that we begin offering the service of marriage solemnization to better serve our community and to introduce a new revenue stream. Offering this service requires minimal investment and entails little risk for the potential revenue it may generate.

We propose offering these two services:

1. Simple civil ceremony at the Town Hall
The Clerk, Deputy Clerk, and those with the delegated power may officiate marriages during office hours at the Town Hall (located in Casselman). All

monies collected for marriages done during office hours will be considered revenue for the municipality – the person officiating the marriage will not receive extra compensation.

The Clerk's Office proposes sharing the task of officiating marriages between the Clerk, the Deputy Clerk and the administrative assistant (to whom we can delegate the power to officiate).

Please see Annex C for the proposed civil marriage procedure.

2. On-location officiant service

The Nation's Clerk may delegate its power to solemnize marriages to another person. It is recommended that we do so for weddings on location in Ontario (i.e. outside office hours and not at the Town Hall). We can open an invitation to those interested in offering the service and hire officiants as contractors. Following our selection, a by-law may be adopted to delegate the power of the Clerk to solemnize marriages to those qualified to do so. These marriage officiants would be responsible for the logistics of the solemnization service from the first meeting with the parties to the registration of the marriage. This would represent a passive revenue for us.

Mrs. Chantal Lauzon, The Nation's Human Resources Manager, has taken courses and has experience officiating weddings. It is recommended that the Clerk's authority be delegated to Mrs. Lauzon for weddings to be performed on-location.

Please see Annex D for the proposed contract terms.

Relevance to priorities

Offering this service will address point A.2 of the 2034 Strategic Plan in a broader sense by providing more services to our residents.

“A.2 Provide the municipal services and facilities needed to meet the needs of current residents and to support future development.”
Strategic Plan 2034.

Communication Plan

In collaboration with our Communications and Marketing Coordinator, the Clerk's Office will promote the service on our municipal website and social media pages.

Attachments

- Annex A, Statistics
- Annex B, Neighboring Municipalities

- Annex C, Marriage Solemnization Procedure
- Annex D, Officiant Contract
- Annex E, Draft By-law
- Annex F, Form of Ceremony

Annex A, Statistics

Year	Number of Licences
2024	26 (year to date)
2023	67
2022	54
2021	77
2020	51
2019	40
2018	51

Annex B, Neighboring Municipalities

Neighbouring Municipalities

Municipality	Civil Marriage Service Town hall	Civil Marriage Service On Location
Alfred-Plantagenet	No	No
Casselman	No	No
Champlain	No	No
Clarence-Rockland	Yes <ul style="list-style-type: none"> • Administrative Fee \$100.00 • Marriage Officiant Fee \$250.00 • Registration Fee \$75.00 • Cancellation fee \$50.00 	Yes <ul style="list-style-type: none"> • Administrative Fee \$100.00 • Marriage Officiant Fee \$250.00 • Registration Fee \$75.00 • Cancellation fee \$50.00 • The Marriage Officiant, subsequent to a civil marriage ceremony, is responsible to submit claim forms for expenses related to the performance of the ceremony and/or mileage to the Clerk.
Hawkesbury	Yes <ul style="list-style-type: none"> • Marriage licence fee (if doing it through Hawkesbury), \$150.00 • Administrative Fee, \$100.00 • Marriage Officiant Fee, \$250.00 • Registration Fee, \$75.00 • Witness (per witness), \$25.00. This fee is only payable if you book witnesses through the municipality. 	No
East Hawkesbury	No	Yes, they have three wedding officiants
Russell	No	No
Cornwall	Yes <ul style="list-style-type: none"> • <i>Marriage licence, \$150.00</i> 	Yes

	<ul style="list-style-type: none">• <i>Date Deposit non-refundable fee: \$60.00 (cash only) to reserve a wedding date and will be applied towards the overall cost of the ceremony.</i>• <i>Civil marriage ceremony fee: \$300.00 (\$140.00 cash, debit or credit card; \$160.00 cash only)</i>• <i>Rehearsal: \$40.00 (cash only)</i>• <i>Witnesses: \$20.00 per witness (cash only). This fee is only payable if you book witnesses through the Office of the City Clerk. Witnesses must be fourteen (14) years of age or older.</i>	
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Annex C, Marriage Solemnization Procedure

SCOPE

Civil marriage ceremonies, available in French and English, are simple and dignified and are to be conducted in an appropriate location, which provides an intimate and formal setting upon approval of the Clerk. The duration of the Ceremony would be approximately 30 minutes depending on the vows chosen. The service time booked would be approximately one (1) hour to allow for photo opportunities, signing of the Register, etc.

Civil marriages will be conducted by the Clerk or designate, subject to availability. The Clerk, in his/her sole discretion, shall ensure the days/time/place that civil marriages will be performed are appropriate.

There are basic requirements of the Marriage Act to be followed. Appropriate and dignified ceremonies will be developed accordingly. Applicants will be clearly informed of the style of the ceremony and that there will be no religious aspects included.

GUIDELINES

Ceremonies held in the Town Hall

1. Location, Time and Duration
 - a. Civil marriages may be solemnized at The Nation Municipality, located at 958 Route 500 West, Casselman, on Friday afternoons from 1pm to 3:30pm.
 - b. The length of the civil marriage solemnization will not exceed 30 minutes.
2. By Appointment Only
 - a. Scheduling of a civil marriage at Town Hall must be made with the Clerk or designate at least four (4) weeks prior to the intended date for the ceremony, at which time, applicable fees shall be paid, and a Civil Marriage Ceremony Booking Agreement will be executed.
 - b. Changes to date, and/place are allowed at no additional charge, provided that the venue and the Officiate are available. Requests to change the date, time and/or place must be received a minimum of 48 hours prior to the originally scheduled date and time.
3. Pre-Ceremony Consultation
 - a. A pre-ceremony consultation with the officiant must be completed by telephone, virtually or in person a week before the ceremony.
 - b. Both parties must attend this pre-ceremony meeting, and shall provide:
 - i. photo identification (i.e.: driver's license);
 - ii. a completed application for a Civil Marriage Ceremony;
 - iii. a written copy of personal vows, if any; and

- iv. a valid Marriage License issued in the Province of Ontario is to be presented (date issued must be within 90 days of ceremony). The Nation Municipality may issue this licence at the same time as the pre-consultation meeting.

4. Ceremony

- a. A standard civil marriage ceremony shall incorporate all mandatory declarations under Section 24 of the Marriage Act in all civil marriages. Personal vows, in addition to the mandatory declarations, will be permitted.
- b. The parties to be wed must be accompanied by two witnesses. If this is not possible, two staff members may act as witnesses if they are available and at a set fee. Witnesses must be 14 years of age or older and should be able to understand and appreciate what is taking place and be able to give evidence of such at a later date as required.
- c. A maximum of 15 guests, including the parties to be wed and the two witnesses, can be accommodated in the venue at Town Hall.
- d. The ceremony may be performed in either English or French.
- e. The taking of photographs or videotaping of the ceremony will be permitted, subject to possible limitations at the discretion of the officiant.

5. Fees

- a. The full fee must be paid 1 week before the ceremony. An administration fee of \$50.00 will be retained if the ceremony is cancelled prior to the scheduled date and time. No refund will be issued if the ceremony is cancelled less than 48 hours prior to the scheduled date and time, or the Applicant(s) do not show up for the ceremony, or if the ceremony is cancelled by the Marriage Officiant due to the fact that the persons being married arrive late.
- b. Marriage Solemnization Fees as established in the By-law 100-2024.

6. General

- a. The Clerk or designate has the authority to refuse to solemnize the civil marriage of any person based on what he or she knows or has reasonable grounds to believe, lacks mental capacity to marry by reason of being under the influence of intoxicating liquor or drugs or for any other reason.
- b. The persons being married must supply an interpreter if they do not speak English or French, or require assistance, if the Marriage Officiant deems it necessary. The interpreter cannot be one of the witnesses.
- c. In the Town Hall venue, minimal decorations are permitted (flowers, balloons). They may be placed 15 minutes prior to the Ceremony and removed within 15

minutes of its conclusion. Use of decorations affixed to walls or furniture (tape, staples, nails, etc.) are not allowed. No confetti, rice, bubbles, etc., are permitted.

- d. The taking of photographs and videotaping of the Ceremony will be permitted subject to certain limitation at the discretion of the Marriage Officiant.

Ceremonies located outside of Town Hall

The Nation Municipality may delegate the Clerk's Authority to solemnize marriages.

If the ceremony takes place in a venue outside of Town Hall, the parties will be referred to one of The Nation Municipality's Officiants.

The fees will be paid to the Officiant, who will pay a fee of \$50.00 per marriage solemnization to The Nation Municipality. The Officiant is responsible for all aspects of the marriage solemnization, from the scheduling, the consultations, ceremony and registration.

Marriage Register

The marriage register will be kept in the care of the Clerk's Office and the said register is the property of the Crown.

After a civil marriage is completed, the Clerk shall forward the license to the Registrar General within two (2) days following the marriage as per the requirements of Section 2(3) of Ontario Regulation 302/05.

Clerk's Discretion

These guidelines may be amended at the Clerk's discretion at any time without obtaining Council's approval, if deemed necessary.

Annex D, Officiant Contract

Marriage Celebration Services Contract

Between:

The Nation Municipality, hereinafter referred to as "the Municipality",

and

[NAME] residing at [ADDRESS] hereinafter referred to as "the Officiant".

Purpose:

This contract sets out the terms and conditions under which the Officiant will provide marriage celebration services to The Nation Municipality.

Terms and Conditions:

1. **Services Provided:** The Officiant agrees to provide celebration services for various specific events, including civil marriage ceremonies. Clients have the option of requesting celebration services directly from the Officiant.
2. **Fees:** The Officiant will pay the Municipality a fee of \$50.00 for each marriage ceremony, in exchange for the use of the registration number issued by said municipality. The cost of the Celebration Services will be as determined by By-law number 100-2024.
3. **Commitment:** The Officiant agrees to provide professional Celebration Services that are consistent with the ethical and cultural standards of the Municipality and Service Ontario.
4. **Intellectual Property Rights:** All speeches, poems, prayers or any other content created by the Officiant in the course of its services will remain the intellectual property of the Officiant, unless otherwise agreed in writing by both parties.
5. **Confidentiality:** The Officiant agrees to respect the confidentiality of any sensitive or private information that it may have access to in the course of its services for the Municipality.
6. **Termination:** This Agreement may be terminated by either party upon 30 days written notice. In the event of non-compliance with the terms of the Agreement by either party, the other party may terminate the Agreement with immediate effect.

Acceptance:

The parties agree to the terms and conditions set out above and agree to abide by these terms by signing this contract.

Signatures [Officiant] and [Clerk]

Annex E, Draft By-law

THE CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 99-2024

A By-Law to authorize the civil marriage solemnization service in The Nation Municipality.

WHEREAS Ontario Regulation 285/04 provides for the authorization of the Clerk to solemnize marriages with the authority of a license; and

WHEREAS Council considers it desirable to have civil marriage solemnization services performed in the The Nation Municipality;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE NATION MUNICIPALITY ENACTS AS FOLLOWS:

1. THAT Council of The Corporation The Nation Municipality do hereby direct that the civil marriage solemnization service be implemented within The Nation Municipality;
2. THAT Council recognize that the Clerk, is authorized to solemnize marriages in The Nation Municipality for as long as they hold the position of Clerk, as set out under Regulation 285/94 and the Marriage Act, RSO 1990, Chapter M.3 for the Province of Ontario;
3. THAT Council do hereby further support the Clerk delegating the authority to provide civil marriage solemnization services to Julie Langlois-Caisse, resident of Township of South Stormont.
4. That Council do hereby further support the Clerk delegating the authority to provide civil marriage solemnization services to Chantal Lauzon, resident of The Nation Municipality.
5. THAT Appendix A hereto attached for the fee structures for services form part of this By-Law;
6. THAT this By-Law shall replace all previous by-laws and come into force and effect effective June 24, 2024.

Read a first, second and third time, in open Council, this 24th day of June 2024.

Francis Brière, Mayor

Aimée Roy, Clerk

Appendix A – Fee Structure

1. **Marriage Ceremony Solemnization, \$350.00**
If the ceremony is performed during Regular Office Hours by a Marriage Officiant that is an employee of the City, the Marriage Officiant Fee is to be retained by the Municipality. If the marriage solemnization ceremony takes places outside office hours and Town Hall, the Officiant will retain \$300.00 of the fee and remit \$50.00 to the Municipality.

2. **Date Deposit non-refundable fee: \$50.00 to reserve a wedding date and will be applied towards the overall cost of the ceremony.**
Changes to date, and/or place are allowed at no additional charge, provided that the venue and the Officiate are available. Requests to change the date, time and/or place must be received a minimum of 48 hours prior to the originally scheduled date and time. No refund will be issued if the ceremony is cancelled less than 48 hours prior to the scheduled date and time, or the Applicant(s) do not show up for the ceremony, or if the ceremony is cancelled by the Marriage Officiant due to the fact that the persons being married arrive late.
If booking was for a ceremony at Town Hall during office hours, the municipality will retain the fee. If the booking was for an on-location ceremony, the Officiant will retain the full fee.

3. **Rehearsal, \$50.00**
If the marriage solemnization takes place during office hours and at The Nation Municipality's Town Hall, the revenue will be retained by the Municipality. If the marriage solemnization ceremony takes places outside office hours and Town Hall, the Officiant will retain the full \$50.00.

4. **Witness (per witness), \$25.00. This fee is only payable if you book witnesses (municipal employees) through the municipality.**

Annex F, Form of Ceremony

As per the Marriage Act's Section 24 (3), the following must be included during the marriage solemnization:

(3) No particular form of ceremony is required for a marriage solemnized under the authority of this section except that in some part of the ceremony, in the presence of the person solemnizing the marriage and witnesses, each of the parties shall declare:

I do solemnly declare that I do not know of any lawful impediment why I, AB, may not be joined in matrimony to CD,

Je déclare solennellement que moi, AB, je ne connais aucun empêchement légal à mon mariage avec CD,

and each of the parties shall say to the other:

I call upon these persons here present to witness that I, AB, do take you, CD, to be my lawful wedded wife (or to be my lawful wedded husband or to be my lawful wedded partner or to be my lawful wedded spouse),

Je demande aux personnes qui sont ici présentes d'être témoins que moi, AB, je prends CD comme légitime épouse (ou comme légitime époux ou comme partenaire conjugal légitime ou comme légitime conjoint(e)),

after which the person solemnizing the marriage shall say:

I, EF, by virtue of the powers vested in me by the Marriage Act, do hereby pronounce you AB and CD to be married,

En vertu des pouvoirs qui me sont conférés par la Loi sur le mariage, moi, EF, je vous déclare mariés(ées), AB et CD.



Report to Council

Report Number: CAO-03-2024

Subject: Update to Procedural Bylaw

Date of the Meeting: June 24, 2024

Prepared by: Pierre Leroux, CAO

Circulated to and/or Collaborated with Clerk's Office

Approval: N/A

Recommendation: That Council receive report CAO-03-2024, dated June 24, 2024, and approve the Procedural By-law as presented in Schedule A of this report.

Financial Considerations: N/A

Context: The Procedural Bylaw governs the proceedings of Council and its committees, ensuring orderly conduct of business. This update addresses the need for improved communication protocols, streamlined decision-making processes, and adherence to the latest legislative requirements.

Report: The updated Procedural Bylaw includes several changes, many of which are primarily wording modifications to enhance clarity and streamline processes. Key highlights of the changes include:

Timing of Meetings: The timing of Council meetings has been modified to allow for longer periods between meetings during the summer and winter holiday seasons. This change helps staff better schedule vacation time and reduces the number of meetings that are very short and light on content, thereby streamlining the meeting process and improving efficiency. The possibility of calling a Special Meeting is always available should a file require immediate attention.

Elimination of Hybrid Meetings: Hybrid meetings, which allow for both in-person and virtual participation, have been eliminated. This decision was made due to the technical difficulties and delays often associated with hybrid meetings, especially with live broadcasting. The updated bylaw recommends holding meetings either entirely in person or entirely virtually to ensure smoother operations and minimize disruptions.

Clearer Understanding and Process with Complaints and Concerns: Sections 6.1.2 to 6.1.5 clarify the roles and processes for handling complaints and concerns to ensure better governance and accountability. These sections detail the individual authority of Council members, adherence to established policies, the process for requesting information from staff, and the protocol for addressing operational concerns and complaints.

Removal of "Council Correspondence" from the agenda: To streamline processes, the "Council Correspondence" section will be removed from the agenda. Instead, all correspondence will be sent to Council members twice weekly to ensure timely receipt. If a Council member wishes to discuss a particular correspondence, they must inform the Clerk, who will then place it on the agenda under "Other Business Presented by Council Members." This new process ensures that all correspondence is handled efficiently and transparently

These updates provide a clearer understanding and streamline the processes for addressing complaints, operational concerns, and correspondence, contributing to more efficient and transparent governance.

Relevance to Priorities: This update aligns with the strategic goal of improving governance and operational efficiency within the municipality. It supports transparent decision-making, enhances accountability, and ensures that council operations are conducted in a fair and orderly manner.

Communication Plan: N/A

Attachments: Schedule A - Draft Updated Procedural Bylaw Document



RAPPORT ANNUEL
2023 2023
ANNUAL REPORT



FAITS MARQUANTS DE L'ANNÉE

Activités tenues

Marchés communautaires a Bourget (Juin - Oct.)
Soirées de comédie chez nos partenaires
Formation de sécurité à vélos pour les enfants dans les écoles primaires francophones de Prescott et Russell
Plantation d'arbres au printemps avec Desjardins
Marches avec ACSM

Engagements communautaires

140 amis du sentier inscrits
Lancement du parrainage Programme « Adopter un Kilomètre »
Plus de 2300 abonnés Facebook et 350 abonnés Instagram
Infolettre : taux d'ouverture de 64%
Plus de 55K visiteurs sur le site Web
Sondage en ligne avec 150+ réponses
Sensibilisation des médias

Accomplissements

Faire partie du Sentier Transcanadien
Site Web complété avec calendrier d'événements et plusieurs formulaires
Réouvrir le Sentier au printemps
Construction d'un nouveau pavillon @ 'Alfred
Commencement du programme de location de vélos électriques avec 3 partenaires communautaires le long du Sentier
Travaux majeurs @ St-Eugene

Objectifs 2024

Confirmer la sécurité du sentier
Subventions pour différents projets
Revitalisation de la gare de Bourget
Meilleure connexion avec Ottawa et Rigaud
Nouveaux événements (Sommet + autres)
Loterie Catch the Ace

YEAR HIGHLIGHTS

Activities held

Bourget Community Markets
(June - Oct)
Comedy FUNdraisers held at
partner locations
Youth bike safety sessions at
local elementary schools in
Prescott Russell
Spring tree planting partnership
with Desjardins
Mood walks with CHMA

Community Involvement

140 registered friends of the trail
Launch of the partnership program
Adopt-a-Kilometer Program
2300 Facebook subscribers
350 Instagram followers
Newsletter: 64% open rate
55K visitors to the website
Online survey with 150+
respondents
Media outreach

Achievements

Part of Trans Canada Trail
Website completed with calendar and
new forms
Reopening the Trail in spring
Construction of new Alfred Pavilion
Launch of e-bikes program with 3
community partners along the trail
Major work done @ St-Eugene

Targets for 2024

Enhance the safety of the trail
Various grants for different
projects
Revitalization of the Bourget train station
Better connection with Ottawa and
Rigaud
New events (Summt + others)
Catch the Ace Lottery



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CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 20-2024

Being a by-law to adopt the Engineer Report regarding the Ranger Municipal Drain under Section 78(1) of the Ontario Drainage Act, R.S.O. 1990, c. D,17

REFERENCE: Section 78(1) of the Drainage Act, R.S.O. 1990, c. D. 17.

WHEREAS, the Ranger Municipal Drain was constructed in 1964-1965 under a report prepared by Stidwill & Associates Limited, dated March 17, 1964.

WHEREAS the previous adopted Engineer's Report is dated September 23, 1983 and was prepared by Desjardins/Lascalles Engineering Limited under sections 74 and 78 of the Drainage Act R.S.O 1975, and dealt with general maintenance and major improvements to the Ranger Municipal Drain, and a secondary report was provided by the Township of North Glengarry, which was prepared in December 2012 by Lascalles Engineering Limited and refers solely to a re-alignment that took place within Lot 37, Concession 9, Geographic Township of Lochiel, now North Glengarry.

WHEREAS Shade Group Inc. (SGI) was appointed as the engineer for the Ranger Municipal Drain project under By-law number 1-2023, adopted on January 15, 2023, with the request to undertake a Section 78(1) improvement to the project.

WHEREAS, pursuant to Section 78(1) of the Drainage Act, The Nation Municipality deems it appropriate and beneficial to update the culvert specifications on the Ranger Drain to conform with current standards and by-laws, while also updating the assessment schedule to ensure it reflects current land use, property parcels, etc.

AND WHEREAS the Council of The Nation Municipality held a Meeting to Consider the Engineer's Report regarding the Ranger Municipal Drain on April 2, 2024 and that members of the public, including the properties affected by the report, were invited to participate, ask questions and submit comments.

NOW THEREFORE the Council of The Corporation of The Nation Municipality, hereby enacts as follows:

1. That the Engineer's Report be adopted as presented.

READ A FIRST AND SECOND READING IN OPEN COUNCIL THIS 2ND DAY OF APRIL 2024.

READ THIRD READING IN OPEN COUNCIL THIS 24TH DAY OF JUNE 2024.

François Brière, Mayor

Aimée Roy, Clerk

CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 75-2024

Being a by-law to adopt the Engineer Report regarding the Cross Creek Municipal Drain under Section 78(5) of the Ontario Drainage Act, R.S.O. 1990, c. D,17

REFERENCE: Section 78(5) of the Drainage Act, R.S.O. 1990, c. D. 17. and O. Reg. 500/21

WHEREAS, The Nation Municipality directed the Drainage Superintendent in November 2022 to complete work on an Emergency Work basis for the modification and replacement of the low-flow conveyance culvert on the Cross Creek Municipal Drain under the Prescott and Russell Recreational Trail due to the collapse of the culvert at this location.

WHEREAS the official "Notice of Request for Drain Minor Improvement" as required by O.Reg. 381/12 was completed by the operating Authority of the Prescott and Russell Recreational Trail in consultation with the Municipal Drainage Superintendent after the Emergency work being completed and the by-law authorizing the work finalized following receipt and finalization of the notice, dated January 15, 2024.

WHEREAS Council of The Nation Municipality adopted by-law 7-2024 on January 15, 2024, to appoint Robinson Consultant Inc to review the Cross Creek Municipal Drain's existing report and state that the landowners, including road authorities within the Cross Creek Municipal Drain watershed as deemed proper by the engineer's cost shares, to be responsible for the costs of the revised Engineer's Report.

AND WHEREAS the Council of The Nation Municipality held a Meeting to Consider the Engineer's Report regarding the Cross Creek Municipal Drain on May 27, 2024, and that members of the public, including the properties affected by the report, were invited to participate, ask questions and submit comments.

NOW THEREFORE the Council of The Corporation of The Nation Municipality, hereby enacts as follows:

1. That the Engineer's Report be adopted as presented.

READ A FIRST AND SECOND READING IN OPEN COUNCIL THIS 3rd DAY OF JUNE 2024.

READ THIRD READING IN OPEN COUNCIL THIS 24TH DAY OF JUNE, 2024

François Brière, Mayor

Aimée Roy, Clerk

ZONING BY-LAW NO. 37-2024

Amending Comprehensive Zoning By-Law 2-2006

Corporation of The Nation Municipality

Part of Lot 30, Concession 2, former Cambridge
113-119 Ottawa Street

prepared by

The Nation Municipality
958, Route 500 west
Casselman ON. K0A 1M0

CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 37-2024

BEING A BY-LAW TO AMEND THE COMPREHENSIVE ZONING BY-LAW 2-2006, AS AMENDED;

WHEREAS By-Law 2-2006, the Comprehensive Zoning By-Law, regulates the use and erection of buildings and structures in The Nation Municipality;

WHEREAS an application has been received to change the zoning of a certain parcel of land in The Nation Municipality;

AND WHEREAS the Council of the Corporation of The Nation Municipality considers it appropriate to amend the Zoning By-Law 2-2006, as described;

NOW THEREFORE, the Council of the Corporation of The Nation Municipality enacts as follows:

Section 1: The properties located on part of Lot 30, Concession 2 in the former Township of Cambridge, now in The Nation Municipality, County of Russell, being Lots 111, 112 and 113 Plan H.O. Wood shown on Schedule "A", attached to and forming part of this By-Law, shall be the properties affected by this By-Law.

Section 2: Schedule "A" of Zoning By-Law 2-2006 is hereby amended by changing from "Residential Medium Density (R2)" to "Residential High Density - Exception (R3-X36)" the symbol of the land indicated on the attached Schedule "A" hereto made fully part of this by-law.

Section 3: Subsection 5.5.4 of Zoning By-Law 2-2006 entitled "Exception Zones", is hereby amended by adding the following new paragraphs:

5.5.4.36 R3-X36, 115-117 Ottawa Street

Notwithstanding Section 5.5 "Residential High Density Zone" of Zoning By-Law 2-2006, hereof to the contrary, on the land zoned R3-X36, the following provisions shall apply;

-Minimum Lot Area per unit: 132 m² / per dwelling unit

-Maximum lot coverage: 40%

-Maximum height: 12 metres

-Projection in side yard for balconies 1.5 metres

-A _____ with a height of _____ and a maximum length of approximately _____ metres along the property line in the backyard of the property shall be installed and shall be confirmed at the Site Plan Application.

Section 4: All other provisions of By-Law 2-2006 shall continue to apply.

Section 5: Subject to the giving of notice of passing of this By-Law, in accordance with Section 34(18) of the Planning Act, R.S.O. 1990 as amended, this By-Law shall come into force on the date of passing by the Council of the Corporation of The Nation Municipality where no notice of appeal or objection is received, pursuant to Section 34(21) of the Planning Act, R.S.O. 1990 as amended.

**READ FIRST AND SECOND TIME
READ A THIRD TIME AND PASSED**

this 24th day of June 2024
this 24th day of June 2024

Francis Briere
Mayor

Aime Roy
Clerk

NOTE EXPLICATIVE

But et effet du Règlement # 37-2024

Les propriétés concernées par cette modification au règlement de zonage 2-2006 sont localisées sur une partie du lot 30, concession 2 de l'ancien canton de Cambridge et portant les numéros civiques 113 t 119 rue Ottawa.

La modification a pour but de modifier la catégorie de zonage du terrain afin de construire deux blocs appartement de 21 unités chacun, de réduire l'aire minimum par unité de 400 mètres carrés à 132 mètres carrés, d'augmenter la hauteur maximum de 10,6 mètres à 12 mètres et de permettre un aire de recouvrement maximum de 40% au lieu de 15%.

Aussi une barrière de visibilité sera installée autour de la propriété pour une distance d'environ 156 metres.

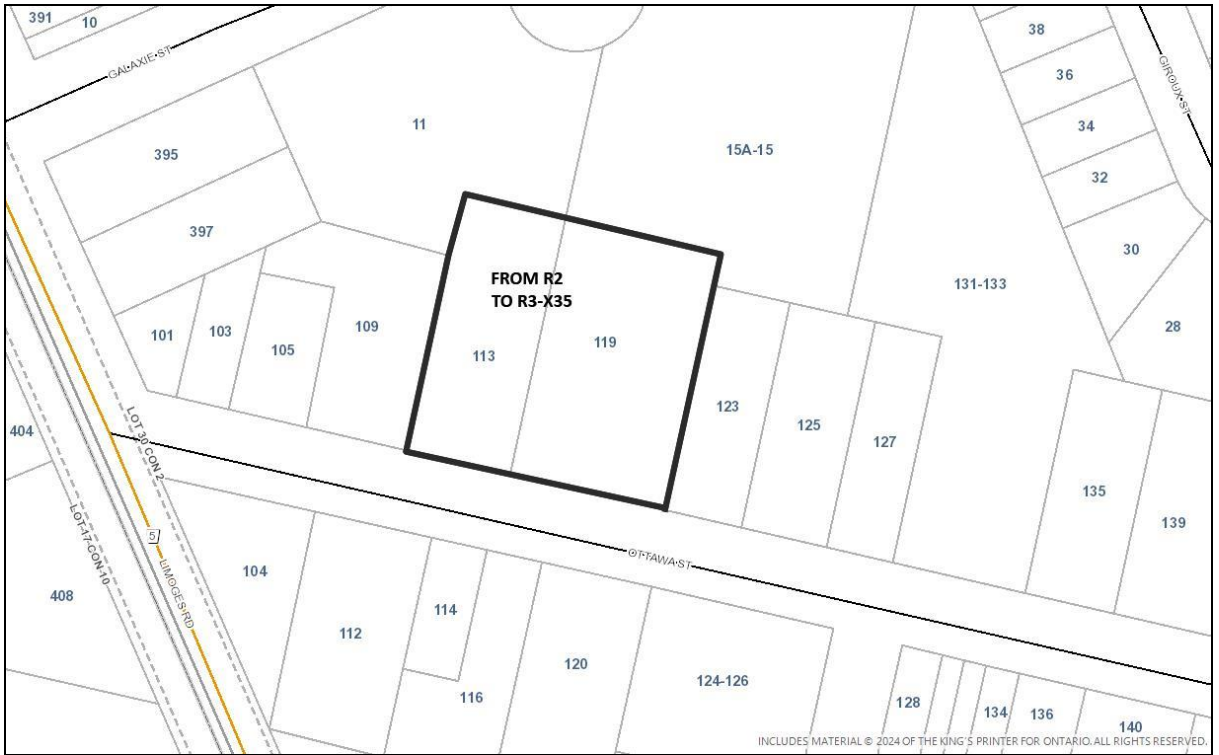
EXPLANATORY NOTE

Purpose and Effects of By-Law #37-2024

The properties concerned by this amendment to Zoning By-law 2-2006 are located on part of Lot 30, Concession 2 of the former Township of Cambridge, bearing civic numbers 113 and 119 Ottawa Street.

The purpose of the amendment is to modify the zoning category of the lot in order to build two apartment blocks of 21 units each, to reduce the minimum area per unit from 400 square metres to 132 square metres, to increase the maximum height from 10.6 metres to 12 metres and to allow a maximum coverage area of 40% instead of 15%.

Also, a visibility barrier will be installed around the property for a distance of approximately 156 metres.



<p>Area(s) affected by this by-law</p> <p>Part of Lot 30, Concession 2 in the former Township of Cambridge, now The Nation Municipality.</p> <p>Certificate of Authenticity</p> <p>Schedule "A" to By-Law No. 37-2024</p> <p>_____ Francis Briere Mayor</p>	<p>This plan is Schedule "A" to Zoning By-Law 37-2024 passed the 3rd day of June, 2024.</p> <p>Prepared by:</p> <p>The Nation Municipality 958, Route 500 west Casselton ON. K0A 1M0</p> <p>_____ Aime Roy Clerk</p>
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CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 81-2024

A By -Law to appoint an engineer to make an examination of the area requiring drainage, and to prepare a report under section 8 of the Ontario Drainage Act

Whereas The Nation Municipality received a petition for the construction of a drain pursuant to Section 4 of the Ontario Drainage Act;

AND WHEREAS the Council of The Nation Municipality has approved the request to proceed with the drainage works at its regular meeting held May 13, 2024 (resolution number 209-2024) by appointing an engineer;

AND WHEREAS a notice to the prescribed persons was sent May 23, 2024.

NOW THEREFORE the Council of the Corporation of The Nation Municipality, hereby enacts as follows:

1. That Council appoint Robinson Consultants to make an examination of the area requiring drainage as described in the petition and to prepare a report pursuant to Section 8 of the Act.
2. That the petitioners be responsible for the cost of the report, pursuant to Section 10 (4) of the Act.
3. That by-law shall come into force as June 24, 2024.

READ A FIRST, SECOND AND DULY PASSED UPON THE THIRD READING IN OPEN COUNCIL THIS **24TH DAY OF JUNE 2024.**

Francis Brière, Mayor

Aimée Roy, Clerk

CORPORATION OF THE NATION MUNICIPALITY BY-LAW NO. 91-2024

BEING a By-Law to repeal By-laws No.19-2024 and to regulate the proceedings of Council and its local boards, the conduct of its members and the calling of meetings.

WHEREAS, pursuant to Section 238(2) of the Municipal Act, 2001 as amended, every Council of a municipality shall adopt a procedure By-Law for governing the calling, place and proceedings of meetings;

AND WHEREAS, the Council of the Corporation of The Nation Municipality deems it essential to provide regulations for the orderly administration of business of Council and a defined basis for matters of procedure;

AND WHEREAS Section 238 (3.1) of the Municipal Act, 2001, as amended, stipulates that a municipality's procedure by-law may provide that a member of council, of a local board or of a committee of either of them, can participate electronically in a meeting to the extent and in the manner set out in the by-law;

AND WHEREAS Section 238 (3.3) stipulates that an applicable procedure may provide that a member of Council participating electronically may be counted in determining whether a quorum of members is present at any point in time and that a member of a council can participate electronically in a meeting that is open or closed to the public.

THEREFORE, the Council of the Corporation of The Nation Municipality enacts as follows:

1. That the rules and regulations contained in Schedules "A" and "B" attached hereto shall be observed in all proceedings of Council and its local boards and shall be the rules and regulations for the order and dispatch of business of Council and its local boards.
2. That By-law 19-2024 is rescinded upon the third reading and passing of this by-law.

READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL THIS 24 DAY OF JUNE 2024.

Francis Brière, Mayor

Aimée Roy, Clerk

Article I - Short Title

1. Short Title

This By-law may be referred to as the “Procedural By-law” or the “Rules of Procedure”.

Article II - Interpretation

2. Definitions

2.1 Act – Means the Municipal Act, 2001, as amended from time to time.

2.2 Acting Mayor – Means the Member of Council appointed by By-law to act from time to time in the place and stead of the Mayor.

2.3 Ad Hoc Committee – Means a Special Purpose Committee of limited duration, created by Council to inquire into and report on a particular matter or concern and which dissolves automatically upon submitting its final report unless otherwise directed by Council.

2.4 Adjournment – Means the termination of a meeting.

2.5 Agenda – Means the order in which business is taken up within a meeting.

2.6 Alternate Member – Means the Member of The Council of The Nation Municipality appointed by Council to act in the place of the Mayor at the UCPR Council meetings and committees at the Mayor’s request when the Mayor is unable to attend.

2.7 Assembly – Means a group of elected people gathered in one place for a common purpose to make laws or decisions for The Nation Municipality.

2.8 Chair – Means the Mayor or Acting Mayor or Presiding Officer or Chairman at a meeting.

2.9 Chief Administrative Officer – Means the Chief Administrative Officer of The Nation Municipality, as referred to under Section 229 of The Municipal Act.

2.10 Clerk – Means the Clerk of The Nation Municipality, appointed by By-law and as referred to under Section 228 of The Municipal Act.

2.11 Closed Meeting – Means a meeting of the Council or Committee, which is not opened to the public and which is provided for under Section 239(2)(3), (3.1) of The Municipal Act.

2.12 Committee – Means any advisory or other committee, subcommittee, or similar entity of which at least 50% of the members are also members of Council or local boards.

2.13 Committee Chair or Chair – Means the Chair of a Standing Advisory or Special Committee appointed by Council.

2.14 Consent Items Motion – Means a motion, which allows a grouping of items on an Agenda, which do not require discussion or debate, and to be dealt with under one motion of Council.

2.15 Council – Means the Council of the Corporation of The Nation Municipality which was elected by registered voters or who has been appointed by virtue of a vacancy.

2.16 Council Chambers – Means the area beyond the municipal office especially designated for meetings of the Council.

2.17 Days – Means seven consecutive days of a week, considering working days, Monday to Friday and weekend days, Saturday and Sunday.

2.18 Debate – Means a discussion to put forth reasons for or against, in which a difference of opinion is expressed.

2.19 Electronic Meetings – shall mean a regular or special meeting of Council held virtually as permitted by statute. Electronic meetings may be conducted by way of telephone or other electronic means, following instructions provided by the Municipal Clerk in order to ensure that the meeting may proceed in the most transparent and effective manner under the circumstances. Meetings held electronically will be live streamed on a public platform, following the instructions of the clerk.

2.20 Holiday – Means any Statutory Holiday as prescribed in Provincial or Federal legislation.

2.21 Hours – Means consecutive hours, that follow each other, during the course of 24 hours in a seven-day period.

2.22 Local Board – Means a municipal service board, transportation commission, public library board, board of health, police services board, planning board, or any other board, commission, committee, body or local authority established or exercising any power under any Act with respect to the affairs or purposes of one or more municipalities, excluding a school board and a conservation authority.

2.23 Majority – Means “more than half”; meaning more than half of the votes cast by persons entitled to vote, excluding blanks or abstentions, at a regular or properly called meeting. For example, if 5 votes are cast, a majority (more than 2 ½) is 3.

2.24 Mayor – Means the Head of Council and Chief Executive Officer of The Corporation of The Nation Municipality or the Acting Mayor in his/her absence.

2.25 Meeting – Means any regular, special or other meetings of a Council, of a local board or of a committee of either of them, where:

- a) a quorum of members is present, and
- b) members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the Council, local board or committee.

2.26 Member – Means a Member of The Council of The Nation Municipality.

2.27 Municipal Office – Means the Municipal office located at 958, route 500 Ouest / West Casselman, Ontario

2.28 Municipality – Means the Corporation of The Nation Municipality.

2.29 Notice of Motion – Means a written notice, including the names of the mover and seconder, advising Council that the motion described therein is to be brought at the next meeting of Council.

2.30 Personal Privilege – Means the raising of a question, which concerns a Member of Council, or the Council collectively, when a Member believes that their rights, immunities or integrity or the rights, immunities or integrity of the Council have been impugned.

2.31 Point of Information – Means a request directed to the Mayor or through the Mayor to another Member or to Members of Administration for information relevant to the business at hand, but not related to a point of procedure.

2.32 Point of Order – Means a matter that a Member considers to be a departure from or contravention of the rules, procedures or generally accepted practices of Council.

2.33 Position or opinion – Means something believed or accepted as true by a person.

2.34 Presiding Member – Means the Mayor or Acting Mayor or Chair of the meeting.

2.35 Question of Privilege – Means a matter that a Member considers to be a question to their integrity or the integrity of Council, which relates to the rights and privileges of the Assembly or any of its Members to be brought up for possible immediate consideration because of its urgency.

2.36 Quorum – Means a majority of Members of Council or Committee present at the meeting for business to be validly transacted.

2.37 Recess – Means a short intermission within a meeting for a fixed period which does not destroy the continuity of a meeting, after which time the proceedings are immediately resumed at a point where they were interrupted.

2.38 Recorded Vote – Means the recording of the name and vote of every Member voting on any matter or question.

2.39 Resolution – Means a formal determination made by the Council or a Committee based on a motion, duly placed before a regularly constituted meeting of the Council or a Committee for debate and decision, and duly passed.

2.40 Rule or Rules of Procedure – Means the rules and special rules and regulations as provided for within this Procedural By-law.

2.41 Special Committee – Means Special Committees of the Council of The Nation Municipality, where one or more Members of the Council participate, but not all Members of the Council, as well as the appointment of non-Members and who assemble to discuss a particular subject matter of interest to the Council.

2.42 Standing Committee – Means a committee constituted to perform a continuing function and remain in existence permanently or for the life of the Council that establishes them and are appointed by By-law or Resolution.

2.43 Two-Thirds Vote – Means that a motion of 2/3's of Members present, and voting should be required and where the votes cast are in the Affirmative – meaning that the affirmative votes are at least twice the negative votes.

Article III - General Provisions

3.1 GENERAL

3.1.1 Meetings of Council shall be held at the Council Chambers located at 958 Route 500 West, Casselman, Ontario or electronically. Public notice of meetings shall be posted on the municipal website.

3.1.2 The Council may decide, by resolution, to hold a meeting at another location to accommodate a very large gathering or a situation where it is deemed more feasible to locate and assemble elsewhere and only after proper notice has been given or posted.

3.1.3 A meeting of the Councils of two or more municipalities for the consideration of matters of common interest may be held within any one of those municipalities or in an adjacent municipality.

3.2 Suspension – Rules Regulations – applicable – two-thirds vote

The rules and regulations contained within this By-law shall be observed in all proceedings of the Council and shall be the rules and regulations for the order and dispatch of business of all Council meetings and in Committees, provided that the rules and regulations contained herein may be suspended by two-thirds (2/3) vote of Members of the Council in any case for which provision is not made herein and shall not be debatable or amendable.

3.2.1 Suspension – Rules Regulations – not permissible -The suspension of rules and regulations shall not apply to a Notice of Motion.

3.3 Calculation – Two-thirds vote (2/3)

3.3.1 A two-thirds vote shall be deemed to have been accomplished with the following voting in the affirmative:

- Two of three Members present.
- Three of four Members present.
- Four of five Members present.
- Four of six Members present.
- Five of seven Members present.

3.2 Parliamentary Authority

The governing legislation, the Procedural By-law, or any standing or special rules of order adopted by The Nation Municipality shall govern the procedures of Council. Where inconsistencies exist, the current edition of “Robert’s Rules of Order, latest edition” shall be the parliamentary authority, which governs the proceedings of The Nation Municipality.

3.3 Official Languages of Business

Any person participating in a meeting of the Council or Committee may address themselves in English or French after the Chair has recognized them.

3.4 Seating of Council Members – Chambers

3.4.1 The seating of elected Members of Council, at the Council table, shall be at the discretion of the Mayor. Consideration should be given to seating newly elected members next to experienced members.

3.4.2 A member of the Council can make a request for a seating change at any meeting for any duration period.

3.4.3 In the event of a vacant seat during a Council term, the Mayor shall have the deciding voice as to the seating arrangements.

3.5 Severability of By-law

3.7.1 If a court or tribunal of competent jurisdiction declares any portion of this By-law to be illegal or unenforceable, that portion of this By-law shall be severed from the balance of the By-law, which shall continue to operate in full force and effect.

Article IV - Meetings

4.1 Inaugural: time, place, and location

4.1.1 The Inaugural Meeting of a new Council after a regular election and after a by-election, shall be considered the Council's first meeting and shall be held no later than 31 days after its term commences. Following a regular election, the Inaugural Meeting will be held in the Council Chambers of The Nation Municipality Municipal Office on November 15, commencing at 6:00 p.m. In the event November 15 is on a weekend or on a public or civic holiday, the meeting shall be held at the same hour on the next following day.

4.1.2 Inaugural Meeting – The Clerk shall be responsible for the content of the agenda of the Inaugural Meeting and the arrangements for the Inaugural Proceedings. The contents of the agenda shall be as follows:

- a) Opening of the Meeting (opening ceremonies)
- b) Mayor's Declaration of Office and Oath of Allegiance
- c) Councillors' Declaration of Office and Oath of Allegiance
- d) Councillors' Inaugural Address
- e) Mayor's Inaugural Address
- f) Adjournment

4.1.3 Declaration of Office – At the first meeting of a new Council after a regular election and after a by-election, pursuant to Section 232(1) of *The Municipal Act, 2001*, a Member of Council shall not take a seat on the Council, until the person takes the Declaration of Office in the English or French version of the form established by the Minister for that purpose.

4.2 Regular Meetings

4.2.1 Regular meetings of the council shall be held on the second (2nd) and fourth (4th) Mondays of every month, at the time and place indicated on the agenda. With the exceptions of the month of January, where there will be one (1) regular meeting held on the last Monday of the month; the month of July, when there will be no regular meeting; the month of August where there will be one (1) regular meeting held on the last Monday of the

month; and the month of December, where there will be one (1) regular meeting held on the second (2) Monday of the month.

4.3 Extenuating Circumstances

4.3.1 In the event of extenuating (emergency) circumstances, the date, place, and time of any meeting may be changed by the Mayor or by a majority vote of the Members of Council. Additionally, the Council may alter the date and/or time of a regular meeting by resolution, provided that adequate notice of the change is posted and published when possible.

4.4 Statutory Holidays

4.4.1 If a meeting is scheduled on a public or civic holiday, the Council shall meet at the same hour on the next following business day, which is not a public or civic holiday.

4.5 Notice – Public Meeting

4.5.1 Notice shall be given of all public meetings of the Council on the previous Agenda, detailing the order of business, immediately following the “Confirming Bylaw,” which will indicate the next meetings. The Public Notice of meetings shall be published on the municipal website the Wednesday before the meeting date, when practicable.

4.6 Special Meetings

4.6.1 Special Meeting– Mayor – In addition to Public Meetings, the Mayor, in consultation with the CAO and Clerk, may at any time summon a Special Meeting of Council by giving direction to the Clerk stating the date, time and purpose of the Special Meeting.

4.6.2 Special Meeting – Members of Council – Upon receipt of the petition of the majority of the Members of Council, the Clerk shall summon a Special meeting for the purpose and at the date and time mentioned in the petition.

4.6.3 Notice by Clerk – The Clerk shall give all Members notice of a Special Meeting of Council at least forty-eight (48) hours before the appointed time for such a meeting.

4.6.4 Delivery – Notice – Notice of the meeting shall be provided to Members of Council by electronic mail and attempt to contact the Members by telephone or as otherwise practical within the circumstances. In addition, notice of all Special Meetings of Council shall be posted on the Municipality’s website and posted on the information board in the main lobby of the municipal office not less than forty-eight (48) hours in advance of the time fixed for the meeting. Notice shall also be given to the local media by electronic mail.

4.6.5 Nature of Business – Notice – The written or verbal notice shall indicate the nature of the business to be considered, date, time and place of the Special Meeting.

4.6.6 No Other Business – No business other than that indicated in the written or verbal notice shall be considered at the Special Meeting.

4.6.7 Special Meeting – Place – All Special Meetings of the Council shall be held in the Council Chambers, unless an alternative location is specified in the notice of meeting as provided for under section 4.4.

4.7 Emergency Meeting

4.7.1 Notwithstanding any other provision of this By-law, an Emergency Meeting may be held, without written notice, to deal with an emergency or extraordinary situation, provided that an attempt has been made by the Clerk or their designate to notify the Members about the Meeting as soon as possible and in the most expedient manner available.

4.8 Location – Emergency Council Meetings

4.8.1 In the event of an emergency declared by the head of Council or any other Lead Agency, as identified in the “*Emergency Management Act*” within the confines of a declared emergency, where The Nation Municipality Municipal Office is not accessible, the Municipal Office may be relocated and Council Meetings may be held at any other convenient location, within or outside the geographical boundaries of the municipality, which is accessible to Members of Council and staff.

4.9 Open to Public – Council – Committees – exception

4.9.1 Meetings of the Council and its Standing Committees shall be open to the public except as provided for in Sections 4.11 of this Bylaw.

4.9.2 Meetings Open to Public – Record – All Council meetings open to the public shall be recorded electronically in the form of resolutions and minutes, without note or comment (see General Provisions) and kept for archival purposes.

4.10 Closed to Public – Closed Meeting

4.10.1 Except as provided in this section, all meetings shall be open to the public. (*Municipal Act s.239(1)*).

4.10.2 Exceptions – As provided for under all sub-sections of section 239 of the current *Municipal Act*, as amended.

4.11 Closed to Public – Resolution

4.11.1 Before holding a meeting or part of a meeting that is to be closed to the public, a municipality or local board or committee of either of them shall state by resolution.

- (a) the fact of the holding of the closed meeting and the general nature of the matter to be considered at the closed meeting; or
- (b) in the case of a meeting under subsection (3.1), the fact of the holding of the closed meeting, the general nature of its subject-matter and that it is to be closed under that subsection.

4.12 Closed to Public – Leave of Meeting

4.12.1 Where a meeting or part of a meeting is closed to the public, all persons not specifically invited to remain by the Council shall take leave from the Council Chambers. When in closed session, no one shall leave or re-enter the meeting room without the approval of the Mayor or Committee Chair.

4.13 Closed Meeting - records

4.13.1 All meetings closed to the public shall be recorded without note or comment on all resolutions, decisions, and other proceedings. After the Roll Call and at each time that a member of Council or staff joins a virtual closed session meeting the Mayor will ask if any person has any restrictions to comply with the closed session meeting and the Clerk shall record and include this in the minutes.

4.14 Confidential Matters

4.14.1 Members are to ensure that confidential matters disclosed to them during meetings closed to the public are kept confidential. Any Member who contravenes the confidentiality clause may be subject, by majority vote of the Council, to penalties in accordance with ARTICLE X - Code of Ethics.

4.15 Cancellation – Rescheduling of Meetings

4.15.1 By Exception, the Council may, if the consequences support it, cancel a regularly scheduled meeting by submitting and endorsing a notice of motion to this effect at a preceding meeting of Council, or prior and further endorsing the Resolution by majority vote at the immediately subsequent meeting. Adequate notice of the change, when approved, shall be provided by posting a notice of cancellation on the Municipality's Website as well as posting the notice on the main information board located in the lobby of the municipal office and providing notice to the local media.

4.16 Curfew – Meeting Adjourned

4.16.1 Meetings of the Council shall be adjourned at the hour of 23h00 (11:00 p.m.). Should Members of Council wish to continue dealing with business beyond the hour

of 11:00 p.m., a motion of 2/3's of Members present, and voting shall be required to suspend the rule and to continue the meeting.

4.17 Leave of Chambers

4.17.1 Members shall not leave their place within the Council Chambers until the Chair has declared the meeting adjourned.

4.18 Electronic Participation

4.18.1 Members shall participate electronically in a Meeting, which is open or closed to the public in the event of a situation or pandemic in which physical distancing, limited gatherings or quarantine measures are required by local, provincial or federal public health agencies, or when the majority of Council or Committee members wish to meet electronically and that their agreement has been confirmed by Council or the Committee to the Clerk at least forty-eight (48) hours in advance of the time fixed for the meeting.

4.18.2 Any Member participating electronically shall be counted in determining whether a quorum of Members is present at any point in time and shall have all the rights of any other Member who is participating in person.

4.18.3 The technology used shall enable electronic participation of Members in decision-making and ensure the meeting can be open to the public, for example, but not limited to, telephone, video or audio-conferencing.

4.18.4 At the conclusion of a meeting, any member of Council may request that the next regular meeting be held virtually. If the majority of Council members agree to this request, then the next meeting will be held solely in a virtual format, with no option for hybrid attendance. If the majority does not support the request, the member who proposed the virtual meeting will have the option to be absent from the next meeting.

4.19. COMMITTEE MEETINGS

4.19.1 Committees shall report to and shall be responsible to Council whether they are permanent, standing, temporary, special or ad hoc committees.

4.19.2 Committees will review policies or plans, formulate procedures and recommend plans of action to Council.

4.19.3 Committees must have formal goals and complete their specific tasks efficiently with clean and precise recommendations to Council and when necessary, propose alternative recommendations that Council may consider before making a decision.

Article V - Public Questions

5. Public Questions

5.1 Following the publishing of a public meeting agenda, members of the public may submit one question via our online submission form (available on the municipal website) or in writing to the Clerk (by email or mailed to the Municipality).

5.2 Questions received must abide by the following guidelines:

5.2.1 All questions must be related to an item on the agenda.

5.2.2 Questions must use appropriate and respectful language (foul, derogatory language will not be tolerated).

5.3 Questions will be read out loud and answered at the item the question pertains to during the council meeting.

5.4 In the event that an item is added to the agenda on the day of the meeting, questions pertaining to the added item will be permitted at the subsequent meeting.

5.5 Questions will be kept in accordance with our records management and retention by-law.

5.6 Council members are still available via different communication methods to answer resident questions should they arise.

5.7 Council encourages residents to discuss their matters of importance with members of Council if they so wish.

Article V - Roles

6. Roles

6.1 Council

6.1.1 It is the role of Council to:

- a) Represent the public and to consider the well-being and interest of the municipality
- b) Develop and evaluate the policies and programs of the municipality
- c) Determine which services the municipality provides
- d) Ensure that administrative policies, practices and procedures and controllership policies, are in place to implement the decisions of Council

- e) Ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality
- f) Maintain the financial integrity of the municipality; and
- g) Carry out the duties of the Council under this or any other Act.

6.1.2 Individual Authority – not provided – No individual Council Member may direct any Member of the Administration and/or staff to perform such duties not authorized by Resolution of the Council.

6.1.3 Established Policies – Members – respect – Members of Council shall respect and adhere to the Policies set by the Council and under no circumstances take it upon themselves individually to circumvent established Policies.

6.1.4 Information – by Staff – Members of Council – Members of Council may request information from Department Heads who have been assigned the responsibility of providing information, such as meeting times, copies of documents, information on standard operating procedures, etc.

6.1.5 Questions – Operational Concerns – Complaints – Council members may contact department heads directly with questions or issues surrounding operational concerns or complaints. The Chief Administrative Officer (CAO) shall be copied (cc'd) on all such communications to ensure proper coordination and oversight.

6.2 Head of Council as Chief Executive Officer

As chief executive officer of a municipality, the head of council shall

- a. Uphold and promote the purposes of the municipality;
- b. Promote public involvement in the municipality's activities;
- c. Act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally;
and
- d. Participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents.

6.3 Head of Council – Mayor

It is the role of the Head of Council to:

- a. Act as chief executive officer of the municipality;
- b. Preside over Council meetings so that its business can be carried out efficiently and effectively;
- c. Provide leadership to the Council;

- d. Without limiting clause (c), to provide information and recommendations to the Council with respect to the role of Council described in Section 5.1 (d) and (e) of this By-law;
- e. To represent the municipality at official functions;
- f. To carry out the duties of the head of Council under this or any other Act; and
- g. To perform the duties of Chair as detailed within (Schedule A3) of this By-law.

6.4 Role of Municipal Administration

It is the role of the officers and employees of the municipality to:

- a. Implement the Council's decisions and establish administrative practices and procedures to carry out the Council's decisions.
- b. Undertake research and provide advice to Council on the policies and programs of the municipality; and
- c. Carry out other duties required under this, or any other Act and other duties assigned by the municipality.

6.5 Clerk

It is the role of the Clerk to:

- a. Record, without note or comment, all resolutions, decisions and other proceedings of the Council.
- b. If required by any Member present at a vote, to record the name and vote of every Member voting on any matter or question.
- c. To keep the originals or copies of all By-laws and of all minutes of the proceedings of the Council on paper or electronically as determined by the document management and retention by-law.
- d. Perform the other duties required under this Act or under any other Act; and
- e. Perform such other duties as are assigned by the municipality.

6.6 Chief Administrative Officer

- a. It is the role of the Chief Administrative Officer to:
 - a. Exercise general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality; and
 - b. Perform such other duties as assigned by the municipality.

Article VII - Duties

7. Duties

7.1 Council

7.1.1 Preparation of Members to Council Meeting – It is the responsibility of every Member of Council to come prepared to every meeting by having read all the material supplied, including agendas and staff reports, to facilitate discussion and the determination of action at the meeting. Wherever possible, the Member(s) shall make inquiries from staff regarding materials supplied in advance of the meeting.

7.1.2 Requests for substantive reports – All requests for substantive reports shall be by Council Resolution, which shall identify the appropriate Department or Manager and objectives of the report.

7.1.3 Communication Protocol – For questions, operational concerns, and complaints, Council members should follow the protocol outlined in section 6.1.5 to ensure proper coordination and oversight.

7.2 Mayor and Committee Chair

7.2.1 Public Meeting – call to order – The Mayor or Committee Chair shall preside over the conduct of meetings, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal to the Council or Committee, as the case may be.

7.2.2 Recognize speakers – The Mayor or Committee Chair shall recognize any Member of Council or Committee (as the case may be) who wishes to speak and determine the order of the speakers.

7.2.3 Motions – received – submitted – results announced – The Mayor or Committee Chair shall receive and submit in the proper manner, all motions presented by the Members and to put to vote all questions, which are duly moved, and to announce the result.

7.2.4 Mayor may speak or vote – participation in debate – The Mayor or Committee Chair may speak and/or vote on any question, but if they wish to make a motion, they shall first leave the Chair by designating the Acting Mayor, who was chosen at the beginning of the term. If the Acting Mayor is absent, they shall designate another Member to act in their stead until the issue has been fully resolved, after which the Mayor may resume the Chair.

7.2.5 Debate – enforces rules – restrain Members – It shall be the duty of the Chair to restrain the Members, within the rules of procedure when engaged in debate.

7.2.6 Decorum – order – enforced – It shall be the duty of the Chair to enforce on all occasions the observance of order and decorum among the Members.

7.2.7 By-laws – resolutions – minutes – authentication – It shall be the duty of the Chair to authenticate, by his/her signature, when necessary, all By-laws

7.2.8 Point of Order – inform Members – It shall be the duty of the Chair to inform the Members on any point of order.

7.2.9 Disorder – adjourn - suspend – recess – meeting – It shall be the duty of the Chair to adjourn the meeting without the question being put, or to suspend or recess the sitting for a time to be named if considered necessary because of grave disorder arising in the meeting.

7.3 Head of Council – Acting Mayor

7.3.1 Appointment – Act in place and stead of Head of Council – The Council shall, immediately following a new municipal election, during its Inaugural meeting, appoint by By-law, Member(s) of Council, to act in the place and stead of the Head of Council (recommendations from the Mayor) when the Head is absent from the Municipality, is absent through illness, or refuses to act. This appointment will be for a 2-year term to be re-evaluated for another recommendation by the Mayor after the 2-year period.

7.3.2 Duties – powers – authority – The Acting Mayor while performing the duties in the place of the Head of Council shall have all the duties, rights, powers and authority of the Head of Council during the absence, illness or refusal to act by the Head of Council.

7.4 Alternate Member (for Temporary Replacement, Member of Upper-tier Council)

7.4.1 Appointment – Act in place and stead of Mayor at the United Counties of Prescott and Russell (UCPR) Council meetings and committees – The Mayor shall recommend the alternate member for temporary replacement of the member of Upper-tier Council to act in the place and stead of the Mayor at the UCPR Council meetings and committees at the Mayor’s request when the Mayor is unable to attend for a period exceeding one month to be approved by Council by By-law. If the Mayor is unable to make the recommendation due to an illness, the Acting Mayor shall make the recommendation in the place of the Mayor.

Article VIII - Conduct During Meetings – Decorum

8. Decorum

The following rules of conduct and decorum shall always be adhered to during all meetings.

8.1 Council Floor – encroachment

No person, except for a Member of Council or an authorized employee of the Municipality shall be allowed to come to the Council floor within the Council's seating area during a meeting of the Council, without the permission of the Mayor.

8.2 Distribution of information – handouts

No person except a Member of Council or an authorized employee of the Municipality shall before or during a meeting of the Council, place it on the desks of Members or otherwise distribute any material whatsoever. All material, without exception, shall be submitted to the Clerk for distribution to Members of Council, upon the approval of the Mayor.

8.3 Sovereign – Royal Family – to be respected.

No Member shall speak disrespectfully of the reigning sovereign or of any of the Royal Family or of the Governor General, the Lieutenant Governor or any Province or any Member of the Senate, the House of Commons of Canada or the Legislative Assembly of the Province of Ontario.

8.4 Members of Council – Municipal Staff

No Member shall speak disrespectfully, or shall they use offensive words in or against Members of the Council or any Member thereof including municipal employees.

8.5 Speaking – subject of debate only

No Member shall speak on any subject other than the subject currently being debated.

8.6 Criticize – decision – exception – reconsideration.

No Member shall criticize any decision of the Council except for the purpose of moving the question to be reconsidered.

8.7 Profane Remarks - expelled.

Any individual (Member of Council or other), making personal impertinent, slanderous and profane remarks, against a Member of Council, Administration or other, may be expelled from the meeting room by the Mayor/Chair.

8.7.1 – No individual shall complain to the Chair by using offensive or abusive language, and if the individual refuses to apologize, the individual will be ordered to vacate the room immediately.

8.8 Rules of Procedure - Disobey

No Member shall disobey the Rules of Procedure or a decision of the Mayor or of the Council on questions of order or practice or upon the interpretation of the Rules of Procedure.

8.9 Breach – seat vacated.

Where a Member has been called to order by the Mayor for failing to observe the provisions of the Rules of Procedure and the Member persists in any such disobedience after having been called to order by the Mayor, the Mayor may immediately put the question, no amendment, adjournment or debate being allowed, that such Member be ordered to leave his/her seat for the duration of the meeting of the Council. But if the Member apologizes, he/she may, by vote of the Council, be permitted to retake his/her seat.

8.10 Dress Code – Regular meeting Council

All Members of Council shall wear proper business attire (ties optional) or Official Nation Municipality Branded attire during Council meetings or official functions.

8.11 Members of the Public – Code of Conduct

Shall:

8.11.1 remain seated, except for the person who has been given permission to speak, through the Chair.

8.11.2 refrain from making noise or engaging in a conversation between one another.

8.11.3 listen to the person who is speaking and shall not interrupt said person.

8.11.4 respect the fact that no person shall address Council without having been recognized by the Chair.

8.11.5 Address questions and remarks to the Chair

8.11.6 Any Member of the public found to be disrespecting the code of conduct during a meeting shall be removed from the ongoing meeting.

8.12 Members of Committees of Council – Code of Conduct

Committee members are always to behave ethically and professionally and agree to adhere to the Code of Conduct for Members of Council in effect.

Article IX - Rules of Debate

9. Rules of Debate

9.1 Chair Preserve Order - The Mayor/Chair shall preserve order and decorum and decide questions of order subject to an appeal to The Council/Committee by any Member.

9.2 Addressing the Chair - Any Member before speaking on any motion shall indicate his/her desire to speak by the raised hand and shall not speak until recognized by the Chair.

9.3 Order of Speakers - When two or more Members wish to address the Chair, the Mayor shall recognize the Member, who in his/her opinion, was first recognized followed by the second Member.

9.4 Disturbance by Member- No Member shall disturb another Member, or the Council itself, by any disorderly behavior disconcerting to any Member speaking.

9.5 Offensive Words - No Member shall use offensive words during any meeting of Council or Committee meeting against any Member of Council or staff.

9.6 Voting – Members – seated - When the Chair calls for the vote on a motion, each Member shall occupy his/her seat and shall remain there until the Chair has declared the result of the vote, and during such time no Member shall walk across the room to speak to any other Member or make any noise or disturbance.

9.7 Speaking Interruption

When a Member is speaking, no Member shall pass between the speaker and the Chair or interrupt the speaker except to raise a question of privilege, appeal from the decision of the Chair, or raise a point of order.

9.8 Speaking – motion read upon request - Any Member may require a motion under discussion to be read at any time during the debate but not so as to interrupt a Member while speaking.

9.9 Speaking - Duration Time Limit – five (5) minutes - No Member shall speak to the same question or in reply for longer than five (5) minutes and no Member shall speak more than once to the main question without approval of the Council, except, in explanation of a material part of his speech which may have been misunderstood, but they may not introduce new matter. A right of reply shall be allowed to a Member who has made a substantive motion to Council.

9.10 Question – motion under discussion - A Member may concisely ask a question through the Chair only for the purpose of obtaining information relating to the motion under discussion.

9.11 Question Integrity of Staff - A Member, while asking questions through the Chair, shall at no time put into question the Municipal Employee's personal or professional integrity.

9.12 Chair Participation - step down - other designated - If the Chair desires to leave the Chair for the purpose of debate or moving a motion, the Chair shall designate another Member to Chair the meeting until such time as the motion(s) and any subsidiary motion(s) applicable to the main motion are disposed.

9.13 Motion – seconded – before debate -All motions shall be seconded before they are debated or voted on.

9.14 Motion – stated by the Chair -After the Mayor/Chair puts any question, no Member shall speak to the question, nor shall any other motion be introduced until the result of the question has been declared, and the Chair has stated as to whether the question has been adopted or defeated.

Article X Code of Ethic

10.1 Closed Meetings – confidentiality - public interest

- i. Upon the completion of Council meetings that are closed to the public, only the decisions of Council with respect to any of the enumerated items listed in Section 7.4 herein and the directions provided to the Administration with respect to this decision, shall be reported publicly and only to the extent that is required by the public interest and permitted by law.
- ii. The substance of matters, their discussions by Council and the information pertaining to these matters that were debated or discussed at a Council meeting closed to the public, shall be maintained as confidential, unless they are specifically authorized, by Council or legislation, to be released generally or subject to conditions, if such conditions were complied with.
- iii. The agenda or items noted on the agenda at a closed meeting shall not be released to the public.
- iv. The release of the information noted in section 10.1 i, shall only be made by the Mayor or his or her delegate and only upon being so directed by Council.
- v. Prior to the authorized release of information by the Mayor or his or her delegate, when responding to enquiries about any closed meeting, Members of Council shall only be authorized to respond by saying that the matter is still under advisement, that they have no comment to make at that time, or words to that effect.

10.2 Obligation of Confidentiality

- i. Subject to the terms of this Section on closed meetings and the provisions of section XIII of the Code of Ethics, it is the duty of each Member of Council to keep as confidential information disclosed and discussed at a closed meeting and this duty continues even after a Member of Council ceases to be a Member of Council.
- ii. A Member of Council who is absent at a closed Council meeting is not to be provided with the information, documentation and details of the discussions at that meeting. Such Member of Council is however entitled to receive the minutes of such meeting and may contact the CAO and/or the Mayor to obtain information concerning the missed closed meeting.
- iii. Members of Council are responsible to ensure that all materials provided to them for a closed meeting are and remain at all times in their exclusive possession on a confidential basis, that they not be allowed to be viewed by the public under any circumstances and, after the closed meeting has been completed, that all such materials be immediately returned to the clerk of the municipality in their entirety, without retaining any copies or photographs of these materials in their possession.

10.3 Personal opinions of Council Members

- i. Unless Council by vote decides otherwise, upon authorized public disclosure of confidential reports or information discussed at a closed meeting of Council, Members of Council may express their own personal opinion only on these disclosed matters and on the decision of Council on the matter as well as the direction provided to the Administration with respect thereto, but only to the extent that these matters were previously properly disclosed to the public.
- ii. Furthermore, in expressing their opinion on these matters, Members of Council shall not, under any circumstances, disclose the specific positions or opinions (written or verbal) of other Members of Council or of the municipal Administration, nor shall they contravene any of their obligations pursuant to the Code of Ethics, including but not limited to sections XII and XIII dealing respectively with communicating the attitudes and decisions of Council to the public and their duty of Confidentiality.
- iii. 10.4 Violation of the closed meeting rules
- iv. Any violation of this article on closed meetings by a Member of Council may result in the exclusion of the offending Member of Council from future closed meetings of Council by, amongst other things: the exclusion of the Member of Council from future closed meetings for a limited time period and/or the Member no longer being provided with the correspondence, materials and information proposed to be dealt with by Members of Council at a closed meeting. The exclusion of the Member of Council from closed meetings or other sanction shall not exceed a period of three (3) months from the time of the exclusion resolution.

- v. In the event that Council proposes to exclude a Council Member from closed meetings and prior to doing so, Council shall provide the said alleged offending Member with notice of a meeting where this issue will be dealt with. At such a meeting, the alleged offending Member of Council shall be allowed to make submissions to Council as to the circumstances of the breach and why he or she should not be subject to this exclusion, which meeting shall be closed to the public. Following the representations of the Member of Council, the other Members of Council shall then discuss and debate the matter and then put the matter to a vote.
- vi. The decision of Council to exclude a Member of Council must be made by a resolution to that effect and must state the terms and the duration of the exclusion. This decision must be just and reasonable and in accordance with the gravity of the infraction and considering the previous history of conduct of the defaulting Member of Council.
- vii. The Member of Council affected by a motion to exclude him or her from closed meetings shall not be permitted to vote. A resolution of two-thirds (2/3) of the remaining Members of Council shall be required to so exclude the Member of Council from closed meetings.
- viii. The result of Council's vote shall be reported out publicly.
- ix. If Council proposes to exclude more than one Member of Council from closed meetings, each member must be dealt with separately and in a distinct resolution of Council.

Article XI General Order of Business

11. Agenda

11.1 Agenda – content - The business of the Council shall be considered in the order set forth on the Agenda however, the Presiding Officer, with the approval of the majority of the Members of Council present, may vary the order in which the items are presented, prior to approval, to better deal with matters before the Council. See Schedule B.

11.2 Roll Call - The Clerk shall record and include in the minutes all Members of Council present or absent as well as Members of Administration who are present at all Council meetings.

11.3 Additions to Agenda - By exception, the Clerk, at the request or consent of the Mayor and/or CAO, may add business items to the published Agenda beyond the posted date, though this is not recommended. However, no additions shall be made past 4 PM on the Friday preceding the meeting.

11.4 Modifications to Agenda

Agendas shall be generally formatted in the following manner, however modifications to the business items to be included on the Agenda or the order of business may be temporarily modified without requiring an amendment to the Procedural By-law.

11.5 Adoption of the Agenda including amendments and/or additions

The Agenda, in its original presentation or its amended state, shall be approved by majority vote of Members of Council present and voting.

11.6 Disclosure of Pecuniary Interest

Members of Council shall disclose any possible conflict of interest, and its general nature dealing with any business item on the agenda or with a matter discussed at a previous meeting from which a Member was absent. The Member shall also file a written statement of pecuniary interest and its general nature with the Clerk or the secretary of the committee. (*Conflict of Interest Act*) (REFER TO ARTICLE XX)

11.7 Adoption of Council Minutes

The minutes of the preceding meeting shall be submitted to Council in order that any errors therein may be corrected by Council, and when adopted, such minutes shall be signed by the Mayor or Acting Mayor and the Clerk or Deputy Clerk. (REFER TO ARTICLE XII).

11.8 Presentations - Delegations - Petitions – Deadline

Schedule A1 and A2, forming part of this By-law provides the Template form detailing the way requests for Presentations/Delegations/Petitions shall be filed with The Municipality to have such matter included to the Agenda for Council's review and/or debate.

11.8.1 Submission of Application

Every request submitted, shall be filed with the Clerk no later than 4:00 P.M. on the Thursday (7 days prior) of the week preceding the printing of the Agenda; shall be legibly written or printed; shall not contain any defamatory allegations, or impertinent or improper matter, shall be dated and signed by at least one person and shall include his/her name with appropriate contact information such as a current municipal and e-mail address and shall include any material that is to be distributed or displayed to the Council.

11.9 Consent Items (includes but not limited to – caption)

The following note shall be added on the Agenda for Consent Items: All items listed under the Consent Agenda will be enacted by one motion. A majority vote is required for the adoption of Consent Items. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion that a consent item is to be separated from the motion. The separated item(s) shall be considered immediately thereafter.

11.9.1 – Consent items included but not necessarily limited to are as follows:

- i. Proclamations and Flag Raising Requests
- ii. Routine matters
- iii. Minutes from Council Committees and Boards
- iv. Minutes from the United Counties of Prescott and Russell
- v. Minutes of South Nation Conservation Authority
- vi. Playlist

11.9.2 Proclamations – Deadline

Schedule A4, forming part of this By-law provides the Template form detailing the way requests for Proclamations shall be filed with the Municipality in order to have such matter included to the Agenda for Council's review and/or debate.

11.10 Reports from Departments and Council Committees

Reports shall be presented to Members of Council by Department Heads, at the request of the Mayor or the Chief Administrative Officer. Committee recommendations, except for the Committee of Adjustment, shall be brought to Council by the Chair following a Committee meeting, any resolutions and By-laws contained in the report shall be submitted to Council for adoption under the headings of "Resolutions and/or By-laws".

11.11 Reports – with By-law

Any report requiring additional endorsement by By-law – the By-laws shall be separate from the report and listed under the Section dealing with By-laws.

11.12 Reports – Official Resolution

Any report requesting endorsement by Official Resolution - the Official Resolution shall be prepared and provided for approval under a separate document and added to the Resolution Section of the Agenda.

11.13 Reports from an Investigator or the Ombudsman

Reports, shall be presented to Members of Council by the Clerk. Any resolution and By-law contained in the report shall be submitted to Council for adoption under the headings of "Resolutions and/or By-laws". Pursuant to subsection 239.2 (12) of the *Municipal Act*, a municipality or a local board is required to pass a resolution stating how it intends to address a report from an Investigator or from the Ombudsman.

11.14 Notices of Motions (Article XVI)

11.15 Resolutions (Article XVI)

11.16 By-laws (Article XVIII)

11.17 New Business Reports (Article XIX)

11.18 Other Business

Business presented by Council Members – Any other business brought forward by Members of Council shall be channeled through the Chair.

11.19 Public Consultations - Hearings

Public Meetings are to be held in accordance with *The Planning Act*, or other relevant legislation or By-law and followed by a question period as required.

11.20 Announcements

A round table is proposed by the Mayor allowing Members in attendance to announce activities or events in the municipality.

11.21 Strategic Discussion

Topics brought forward by administration for discussion.

11.22 Closed Session

Refer to Article IV “Meetings” at sections 4.11 to 4.15 for further details on the procedures of closed session meetings and note the time the meeting was adjourned.

11.22.1 Report out of Closed Session

Refer to Article IV “Meetings” at sections 4.11 to 4.15 for further details on the procedures of closed session meetings. Note the time at which the open session reconvened, report in public out of closed session about what transpired in closed session and record it in the open minutes.

11.23 Confirming By-law

At the conclusion of all Regular and Special Council Meetings and prior to adjournment, a By-law shall be brought forward to confirm the proceedings of the Council at that meeting in respect of each motion, resolution and other action taken. A Confirming By-law then introduced, shall be taken as read a first, second and third time and finally adopted without debate.

11.24 Next Meeting

The next regular public meeting of the Council shall be noted. At the meeting, the Mayor will ask Council members if there are any special requests to have the next meeting held by electronic participation. If there is, the Council will vote on the request and the Clerk will record and include this in the minutes and prepare the next Agenda and post it on the website.

11.25 Adjournment

When all business listed on the Agenda has been completed and disposed of, the Mayor may declare the meeting Adjourned until the next regular meeting, without motion.

11.26 Delivery of Agenda

The Clerk or her/his delegate shall prepare and make available by 4:30 p.m. on the Wednesday preceding a regularly scheduled Council Meeting (insofar as is practicable) an agenda package for Members of Council. The agenda packages shall be distributed by e-mail with a link to the Municipality's website to all Members of Council and heads of departments.

11.27 Public availability

Where practicable, agenda packages are to be made available for public viewing by 4:30 p.m. on the Wednesday before each regularly scheduled meeting, at the Clerk's office and on the Municipality's website at www.nationmun.ca. Public notification shall be deemed to have been given by the posting of the Council Agenda on the Municipality's website as noted above.

11.28 Delivery of Special Agenda

The Agenda package for a Special Meeting, where practicable, shall be sent to all Members of Council at least 48 hours prior to the scheduled meeting by e-mail with a link to the Municipality's website.

11.29 Preparation of Special Agenda

For Special Meetings, called by the Mayor or by a petition of the majority of the Members of Council, the Agenda shall be prepared by the Clerk for the purpose stated by the Mayor or within the petition.

11.30 Preparation of Regular Agenda

For Regular Meetings, the Agenda shall be prepared by the Clerk and the subjects approved by at least two (2) of the following three (3) persons: Clerk/CAO/Mayor.

Article XII - Quorum

12. Quorum

12.1 Call to Order – Quorum Present

As soon after the hour fixed for holding the meeting of the Council, as there is a quorum present, the Chair shall call the Members to order.

12.2 Quorum

A majority of Members of the Council shall constitute a quorum.

12.3 Quorum – not present - time limit

If there is no quorum present within fifteen (15) minutes after the time fixed for holding the meeting of the Council, the Clerk shall call the roll and take down the names of the Members present, and the meeting shall stand adjourned until the next regular meeting, or at the call of the Chair.

12.4 Rescheduled Meeting

Where required, the Clerk shall attempt to provide notice of any rescheduled meeting to Members of Council by telephone, e-mail, or as is otherwise practical within the time available. The media and public at large shall also be notified as detailed within section 4.15.1

12.5 Unfinished Business – resume

All business listed on the Agenda, where the meeting has been adjourned for lack of a quorum, shall be added to the adjourned meeting, or to the next regularly scheduled meeting, whichever is first.

12.6 Mayor – absent

In the case of the Mayor not attending within fifteen (15) minutes after the hour fixed for holding the meeting of the Council, and provided that a quorum is present, the Acting Mayor shall take the Chair and call the Members to order; and he/she shall preside until the arrival of the Mayor.

12.7 Mayor – Acting Mayor – absent

In the absence of the Mayor and Acting Mayor, and if a quorum is present, the Clerk shall call the Members to order. A Chairperson shall be chosen from among the Members present, who shall preside over the meeting until the arrival of the Mayor or Acting Mayor.

12.8 Quorum – Municipal Conflict of Interest – remedy for lack

Where the number of Members who, by reason of the provisions of *The Municipal Conflict of Interest Act*, are disabled from participating in a meeting is such that at that meeting the remaining Members are not of sufficient number to constitute a quorum, then, despite any other General or Special Act, the remaining number of Members shall be deemed to constitute a quorum, provided such number is not less than two (2).

Article XIII - Minutes

13. Minutes

13.1 Contents – recorded by Clerk.

The Clerk shall prepare and cause the minutes to be taken of each meeting of Council, which shall include:

- a. The place, date and time of the meeting(s)
- b. The name(s) of the presiding officer or officers and the record of the attending Members of Council and Administration. Should a Member enter after the commencement of a meeting or leave prior to adjournment, the time shall be noted by the Member's name.
- c. Every declaration of interest and the general nature thereof
- d. Every declaration of interest made, but not the general nature of that interest, shall where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public
- e. The reading, if requested, correction and adoption of the minutes of prior meetings
- f. All other proceedings of Council without note or comment.
- g. The time that the meeting is adjourned.

13.2 Included in Agenda - Minutes of the last regular meeting(s) of Council and of all Special Council Meetings held after the last regular meeting, shall be included in the agenda and may be adopted by Council without having been read at the meeting at which the question of their adoption is considered.

13.2.1 Minutes – Special meetings – Should a special meeting be held during or after final preparations of an agenda for an upcoming regular meeting, the minutes of those special meetings shall be scheduled at the next regularly scheduled meeting.

13.3 Adoption - without reading - The Council may adopt the Council minutes without being read.

13.4 Closed Meeting - minutes – adoption - All minutes generated by a meeting closed to the public shall be presented to Council Members for adoption at the next scheduled meeting closed to the public.

13.5 Minutes – confirmation – signing - When the minutes have been adopted, the Mayor, or Elected Official who presided over the meeting, and the Clerk or designate who recorded the minutes of the meeting shall sign them, and in their absence, the Acting Mayor and/or Clerk's designate.

Article XIV Presentations - Delegations – Petitions

14. Requests

14.1 Heard – request submitted – deadline.

Persons wanting to address Council for making a Presentation or Delegation/Petition with respect to items for Council consideration that fall under the Council’s mandate shall be heard during a Regular meeting.

14.1.1 Form submission and deadline – Individuals wishing to submit a request shall complete a Delegation/Petition Form (Schedule A1) (or) Presentation Form (Schedule A2) and return the form, with supporting documentation to the Clerk, no later than 4:00 p.m. on the Thursday (7 days prior) preceding the preparation and distribution of the printed Agenda for the next Regular Meeting of Council.

14.1.2 Late submissions – All requests received after the deadline date of 4:00 p.m. on Thursday as provided for in Article 14.1.1 above or if the agenda is deemed full, the request shall be considered at the next scheduled Regular meeting.

14.1.3 Requests Denied – Requests for Delegation, who have previously addressed Council on a topic already dealt with, shall not be granted, unless they can prove that they have new information not previously presented to Council.

14.2 Presentations defined - A request made for a presentation may be made by the Council to an individual, group or organization or it may be made to the Council by individuals, groups or organizations for matters that fall under the Council’s mandate. Should the request for presentation be made where it requires that the Council act, the request shall be made under “Delegations”.

14.2.1 Presentations – time limit – Council shall hear any presentation for information purposes only, and presentations shall be limited to a maximum of ten (10) minutes.

14.3 Delegations defined - A request made for a delegation may be made to the Council by individuals, groups or organizations for matters that fall under the Council’s mandate. Delegations that request action to be taken by the Council shall be referred to the Administration, by majority vote, for a report that shall be dealt with at an ensuing Council meeting.

14.3.1 Delegations or Petitions – time limit – Council shall hear Delegations for information purposes only, and the delegation shall be limited to a maximum of ten (10) minutes.

14.4 Delegations – previously heard by – Planning Advisory Committee (if in place)

A request made for a delegation regarding any aspect of an Official Plan Amendment, Zoning By-law Amendment or Plans of Subdivisions or Condominiums will not be accepted

between the conclusion of a public meeting that was conducted in accordance with the Planning Act and final reading of the By-law.

14.5 Delegation/Presentation – deemed – inappropriate for Council - If it is deemed inappropriate for a delegation or presentation to address the Council, the Clerk shall notify the individuals making the request and provide the Council with a supporting explanation. This written explanation shall be delivered to the Council via its regular correspondence. If a Council member wishes to hear the delegation/presentation, they shall request it via Section xx – Council Member Items. The delegation/presentation may then be invited to present at the following regular Council meeting, provided that a majority of the Council approves the request.

14.6 Delegation/Presentation statements – unsubstantiated - Whenever a delegation/presentation in its presentation, offers comments or statements that are deemed to be erroneous and unsubstantiated, any Member of Council, or Municipal official, may be recognized by the Chair on a “Point of Order” whereby the Member of Council or city official so recognized by the Chair, may bring necessary corrections or clarifications to the comments or statement said by the individual(s).

14.7 Delegation/Presentation – During Election Campaign - A request made for a delegation or presentation from a registered candidate will not be accepted during a municipal election campaign period.

Article XV Motions in General

15. Motions in General

All motions and resolutions shall be in writing and signed by the mover and seconder and given to the Clerk.

15.1 One motion at a time - There shall not be more than one main motion before the Council at one time.

15.2 Motions Read - Every motion introduced and duly seconded shall be received and read by the Chair, except as provided for by the Rules of Procedure.

15.2.1 Debate on Motion – Mover speaks first – No Member shall speak on any motion until it has first been read. The mover of the motion, once recognized by the Chair, may speak first and/or last if the Member so wishes.

15.3 State the Question - Immediately prior to voting on a motion, the Chair shall state the question in its precise form as it is to be recorded in the minutes, including any amendments (if any) to the question.

15.4 Withdrawal of the Motion - Before the Chair states the motion, it belongs to the mover of the motion, and he/she may ask to withdraw or modify the motion without the permission of the assembly. The Chair shall either repeat the motion in its modified version or state that the motion has been withdrawn.

15.4.1 Withdraw the motion - in order anytime during debate - After debate has begun on a motion, a request by the mover to withdraw the motion may be in order. However, permission by the Assembly must be given to do so.

15.4.2 Objection to withdrawal – If any Member objects to the withdrawal of the motion, a motion to maintain the question may be entertained and become a main motion.

15.4.3 No objection to withdrawal – If no Member objects to the withdrawal of the motion, the motion shall be considered withdrawn without the necessity of either a seconder or a vote.

15.4.4 Modification to Motion – prior to stating the question – Prior to the Chair stating the motion, another Member may ask the Chair if the mover of the motion will accept a change to the motion. The mover may either accept or reject the proposed change. If the mover rejects the proposed change, the Member suggesting the change, may propose an amendment after the motion has been read by the Chair.

15.4.5 Second withdraws – If the person who seconds the motion withdraws as second from the modified form, the Chair may ask for another second.

15.4.6 Recording of withdrawal – A withdrawn motion need not be recorded in the minutes unless the motion has been carried over as unfinished business from a previous meeting.

15.5 Reading of the motion - Any Member, during debate, may require that the question under discussion be read a second time, however the Member may not interrupt another Member speaking.

Article XVI Motions - Consideration – Interpretation

16. Point of Order

16.1 Point of Order – rules of Procedure – breached - A point of order may be called by a Member to bring attention to any breach of the Rules of Procedure of the Council.

16.1.1 Language – improper offensive – A point of order may be called by a Member to bring attention to the use of improper offensive or abusive language.

16.1.2 Discussion – not valid – outside proposed motion – A point of order may be called by a Member to bring notice of the fact that the matter under discussion is not within the scope of the proposed motion.

16.1.3 Proceedings – other – informality – irregularity – A point of order may be called by a Member to bring attention to any other informality or irregularity in the proceedings of the Council.

16.1.4 Member – rises - decision announced – When a Member rises on a point of order, the Chair shall recognize the Member and address the point of order. No further business shall be conducted until the Chair has ruled on the point of order.

16.2 Point of Information - Where a Member is uncertain of a particular issue being discussed, the Member may ask the Chair to clarify, or if the Chair is unsure of the answer, may direct the question to another Member. All requests for information shall be on the business pending or on a parliamentary situation.

16.3 Question of Privilege – integrity of Member - Where a Member considers that the integrity of a Member of Council (or Council as a whole) has been called into question, the Member may, as a matter of privilege, rise at any time, with the consent of the Chair, no debate being allowed, for the purpose of drawing the attention of the Council to the question.

16.3.1 Motion – receives disposition – main motion – A motion resulting from a question of privilege shall receive disposition by the Council forthwith, and following such disposition, the motion so interrupted shall immediately be considered at the point where it was suspended.

16.4 Appeal - Motion to - A motion to appeal the decision of the Chair shall be made only at the time the ruling is made by the Chair. If any debate or business has intervened, it is too late to appeal. Must be seconded.

16.5 Postpone Indefinitely - Motion to - A motion to postpone indefinitely may be introduced when an embarrassing main motion has been brought before the assembly and the assembly does not want to deal with it. At this point, a Member can propose to dispose of the question, without bringing a direct vote to the matter. A motion to postpone indefinitely may only be introduced, immediately after the embarrassing main motion has been made and before debate has begun, after which it is too late to bring this motion forward.

16.6 Amend - Motion to - A motion to Amend is a proposal to alter the information contained within the Main Motion, by changing its wording.

16.6.1 Debatable or un-debatable – A motion to amend is debatable unless the motion to which it adheres to is un-debatable.

16.6.2 Written – when requested – A motion to amend shall be presented in writing when requested by the Chair.

16.6.3 Relevant – Germane to Main Motion – A motion to amend shall be germane to the main motion.

16.6.4 Contrary to main motion – A motion to amend shall not be in order if it is contrary to the main motion.

16.6.5 Amended – Primary – Secondary – A main motion may have a Primary and Secondary amendment applied to it.

16.6.6 Amendment – disposition – A Secondary motion to Amend the Primary motion to amend shall receive the disposition of the Council, before dealing with the main motion in its amended form or not.

16.7 Commit or Refer - Motion to - A motion to Commit or Refer may be introduced to send a pending question to a relatively small group of selected persons – a committee – so that the question may be carefully investigated and put into better condition for the assembly to consider.

16.7.1 Debate on Motion to Commit or Refer – The debate can extend only to the desirability of committing the main question and to the appropriate details of the motion to commit, not to the merits of the main questions.

16.8 Postpone to a Certain Time – Definitely (motion to Defer) - The motion to Postpone is the motion by which action on a pending question can be put off, within limits, to a definite day, meeting, or hour, or until after a certain event. A motion to postpone is applied to a question either so that it may be considered at a more convenient time, or because debate has shown reasons for holding off a decision until later.

16.9 Call the Question – Put – Previous Question - Motion to - The motion to call the previous question is used to bring the assembly to an immediate vote on one or more pending questions. This motion requires a mover and seconder and requires 2/3's of the assembly for its adoption. This motion immediately closes the debate on and stops amendments to the immediately pending question and such other pending motions as the motion may specify.

16.10 Lay on the Table - Motion to - The motion to Lay on the Table is used to interrupt the pending business so as to permit doing something else immediately. It enables the assembly to lay the pending question aside temporarily when something else of immediate urgency has arisen or when something else needs to be addressed before consideration of the pending question is resumed.

16.11 Take from the Table - Motion to - After a question has been Laid on the Table it can be taken from the table by a majority vote, as soon as the interrupting business is disposed of and whenever no question is pending. Any Member can move to take a question from the table.

16.12 Recess - Motion to - A motion to recess is made when a Member (s) wishes to have a short intermission of the assembly's proceedings, commonly of only a few minutes. A recess does not close or adjourn the meeting. Once the recess is completed, business resumes at exactly the point where it was interrupted.

16.13 Adjourn - Motion to - The motion to adjourn means to close the meeting.

16.14 Reconsideration – Motion to - The motion to reconsider enables the majority of Council, within a limited time and without notice, to bring back for further consideration a motion that has already been voted on. The purpose of reconsidering a vote is to permit correction of a hasty decision, or to consider added information or changed situation that has developed since the taking of the vote.

16.14.1 When can Reconsideration be moved – A motion to reconsider has time limits and can only be made on the same day and in the same meeting the vote to be reconsidered was taken. The motion to reconsider can be debated. Time limits on a motion do not apply to Standing or Special Committees.

16.14.2 Member – move to reconsider – A motion to reconsider can only be made by a Member who voted on the prevailing side or a Member who did not vote.

16.14.3 Reconsider Adopted – If a motion to reconsider has been adopted, it temporarily nullifies the previous decision and places the meeting back at the point prior to taking the vote on the original motion, and consideration of the original matter shall become the next order of business.

16.14.4 Discussion on Motion of Reconsideration – There shall be no discussion on the main question permitted until the motion for reconsideration is adopted.

16.14.5 Reconsideration only once – No motion or report shall be reconsidered more than once at any meeting.

16.14.6 Reconsideration – not permissible – A motion to reconsider a motion shall be out of order under the following conditions:

- a. When the provisions of the motion have been partially carried out
- b. When a vote has caused something to be done that cannot be undone
- c. When a contract has been made and the other party has been notified of the vote
- d. At an ensuing meeting of Council, unless the Member asked that the motion for Reconsideration be included in the minutes and that the motion was to be reconsidered at the next regular meeting.

16.15 Amend Something Previously Adopted or Rescind - A motion to reconsider any matter already disposed of by the current Council at a previous meeting, shall require a motion to Amend Something Previously Adopted or a motion to Rescind, provided by Notice at one meeting to be dealt with at the following meeting. With notice, this motion requires majority vote. Without notice, this motion requires 2/3's of the Members of Council, present and voting.

16.16 Notice of Motion

A Notice of Motion may be introduced by a Member at a meeting regarding a matter that would not otherwise be considered by Council at such meeting, by delivering a written copy of the motion, signed by the mover and seconder to the Clerk, who shall read it during the segment on the Agenda reserved for Notices of Motion.

16.16.1 Notice of Motion – Consideration – Notice of Motion, of which notice was given, shall be considered at the Council's next meeting.

16.16.2 Notice of Motion – no debate – Notice of Motions introduced at a public meeting of Council shall not be debated and shall be recorded on the next meeting of Council under Resolution.

16.16.4 Consideration – Mover absent – A Notice of Motion shall not be considered or otherwise disposed of by the council unless the mover of the motion is in attendance at the meeting where the Notice is being considered.

16.16.5 Seconded – by any Member – seconder not present – Any Member may agree to second a notice of motion if the originating seconder is absent from the meeting when the notice of motion is called for by the Chair.

16.16.6 Notice – delivered - time – A Notice of Motion may be delivered to the clerk no later than 12:00 p.m. (noon) on the Monday preceding the date of the next regular meeting to be included to the final agenda, at which time the motion is to be introduced, or be read

during the Notice of Motion Segment of the Agenda of a regularly scheduled meeting of the Council.

Article XVII Resolutions

17. Resolutions

17.1 Resolutions – Notice of Motions – Debated Separately - Every matter listed under a Resolution or Notice of Motions introduced at a previous meeting shall be dealt with individually.

17.2 Notice – received by Clerk – included in Agenda - Notice of Motions introduced at a public meeting of Council shall not be debated and shall be recorded on the next regular meeting of Council under the heading “Resolutions”.

17.3 Consideration – disposal – deferred to other meeting - A Notice of Motion shall not be considered or otherwise disposed of by the Council unless the mover of the motion is in attendance at the meeting. Any Member may second the motion.

17.4 Notice – delivered - Notice of Motions may be delivered to the Clerk no later than 12:00 p.m. (Noon on the Monday preceding the date of the next regular meeting, to be included in the final printing of the Agenda, at which time the motion is to be introduced, or be read at the end of a regularly scheduled meeting of the Council.

Article XVIII Voting

18. Voting

18.1 Motion – simple majority – required – exception - The vote required to pass a motion shall be a simple majority which is 50% plus 1 with the exception as otherwise provided for within this By-law, by Statute or by your Parliamentary Authority of “*Robert’s Rules of Order, newly revised*”.

18.2 Absent from Seat - When the Chair calls for the vote on any question, each Member shall occupy their seat until such time as the result of the vote has been declared, and during such time, no Member shall walk across the room, speak to any other Member, or make any noise or disturbance. A Member who is absent from his/her seat does not have the right to vote.

18.3 Tie Vote – motion deemed negative - In the case where a resolution on which the voting results are equal, the motion shall be deemed defeated or lost for want of a majority.

18.4 Refusal to vote – deemed negative – Refusal to vote by a Member not disqualified, shall be deemed a negative vote.

18.5 Un-recorded vote - The manner of determining the decision of the Council on a vote to a motion, shall be at the discretion of the Chair and may be by voice vote, by show of hands, by standing or otherwise.

18.6 Recorded Vote – Request - Any Member, prior to or immediately after the taking of the vote, may require that the vote be recorded. Recorded votes are recorded within the minutes.

18.7 Vote Taken – Unanimous - When an un-recorded vote has been taken, and the vote has been adopted, the vote is deemed to be unanimously in favor of the question approved.

18.8 Secret Ballot – forbidden - No vote shall be taken during a meeting of the Council by secret ballot or other form of secret vote.

18.9 Division of a Question

18.9.1 Independent Motion - Separate Vote – When a motion relating to a single subject contains several parts, each of which can stand as a complete proposition if the others are removed, the parts can be separated to be considered and voted on as if they were distinct questions – by adoption of the motion for “*Division of a Question*” (or *divide the question*).

18.9.2 Motions to Divide – A motion made by a single Member may be made to request that the motion be separated when a series of independent resolutions or main motions dealing with different subjects, is offered in one motion and where one more resolution must receive separate consideration.

18.9.2.1 – Upon a majority vote, the vote on each recommendation or proposition shall be taken separately and no vote shall be required to be taken on the matter.

18.10 Disputed Vote - Should a Member disagree with the announcement of the Mayor that a question is carried or defeated, the Member may, but only immediately after the declaration of the vote by the Mayor, object to the Mayor’s decision and may request a recorded vote be taken.

18.11 Mayor (Chair) need not vote: The Mayor (Chair) may participate in any vote, but he/she must vote when the vote is recorded.

Article XIX By-Laws

19. By-Laws

19.1 Description – number of readings – listed on Agenda - All By-laws, together with a brief description and the notation of the number of readings required, shall be listed on the agenda for the meeting at which they are to be read.

19.2 Form – typewritten compliance – relevant Act - Every By-law when introduced shall be in typewritten form and shall comply with the provisions of any relevant Act.

19.3 Reading– By-laws - It shall not be necessary to have the By-laws read in their entirety unless a majority vote by the Council requires that the By-laws be read, or a particular By-law be read.

19.4 Debate– By-laws – Third Reading - Any By-law may be debated at the Third Reading and is subject to amendments or referred for future consideration and re-introduced in the same manner or in an amended matter at a future meeting within a three-month period.

19.5 By-law adoption – one motion - One motion shall be to give all By-laws first, second and third readings. If a Member of Council has a question about a particular By-law, he/she may move that Council exempt a particular By-law from the main motion to allow for further debate. After all By-laws have passed, the Clerk shall be responsible for their correctness to ensure they reflect the will of the Council.

19.6 Endorsement and enactment – By-laws - The Clerk shall indicate on all By-laws enacted by the Council, the dates of all readings and shall include the consecutive number and annual date. All By-laws shall be maintained and kept by the office of the Clerk for archival purposes.

Article XX New Business

20. New Business

20 New Business – routine nature

Any item of business that is of a routine nature that has been introduced to Members of Council requiring a formal resolution that was not previously placed on the Agenda shall be considered as a New Business Motion.

20.2 New Business – in writing – mover and seconder – filed - All New Business motions shall be introduced in writing, with a mover and seconder and filed with the Clerk.

20.3 New Business – filing time – inclusion on agenda - New Business motions, submitted by a Member of Council, that are filed prior to noon on the Monday preceding a regular meeting shall be included in the printing of the Agenda.

20.4 New Business – voted on individually - All New Business motions shall be voted on individually.

20.5 New Business – Non-routine – Notice of Motion - New Business motions that are not of a routine matter, shall be received and read by the Clerk as a “Notice of Motion” and re-introduced at the next regularly scheduled meeting of Council under Resolution for Council discussion, such as but not limited to expenditures, changes in policy etc.

20.6 New Business – introduced – regular meeting - Motions of a new business nature may be filed with the Clerk during the regular meeting of Council and shall be read during the New Business Section of the Agenda. The mover of the motion shall provide copies of the proposed New Business motion to the Clerk and all Members of Council prior to the meeting at which the motion is being introduced.

20.7 Matters not under council authority - Any matter not considered to be matters under the Municipal Council’s authority, after consultation with the Mayor, Chief Administrative Officer, and Municipal Clerk, shall not be accepted.

Article XXI Disclosure of Interest

21. Disclosure

21.1 Conflict of Interest - At all times and under all circumstances, Members shall be guided by and shall have regard to the *Municipal Conflict of Interest Act*.

21.2 Declaration of Interest - Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting at which the matter is the subject of consideration, the Member:

- a) Shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- b) Shall not take part in the discussion of, or vote on any question in respect of the matter; and
- c) Shall not attempt in any way before, during or after the meeting to influence the voting on any such question.

21.2.1 Closed Meeting Declaration – When a meeting is not opened to the public, in addition to complying with the requirements of Section 21.2 above, the Member shall forthwith leave the meeting for the part of the meeting during which the matter is under consideration.

21.3 Pecuniary Interest When Absent - Where the interest of a Member has not been disclosed by reason of the Member's absence from a particular meeting, the Member shall disclose the interest and otherwise comply with the requirements of Section 21.2 at the first meeting of the Committee or Local Board as the case may be, attended by the Member after the particular meeting.

21.4 Written Statement re Disclosure and Influence

21.4.1 Written Statement re disclosure - At a meeting at which a Member discloses a pecuniary interest, or as soon as possible afterwards, the Member shall file a written statement of the interest and its general nature with the Clerk of the Municipality or the Secretary of the Committee or Local Board, as the case may be; and

21.4.2 Influence

Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter that is being considered by an officer or employee of the Municipality or Local Board, or by a person or body to which the Municipality or Committee or Local Board has delegated a power or duty, the Member shall not use his or her office in any way to attempt to influence any decision or recommendation that results from consideration of the matter.

21.5 Record of Disclosure

- a) Every declaration of interest and the general nature thereof shall be recorded in the minutes of the meeting by the Clerk of the Municipality or Secretary of the Committee or Local Board, as the case may be.
- b) Every declaration of interest made, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public.

21.6 Registry

21.6.1 Requirement to Establish Registry – Every Municipality and Local Board shall establish and maintain a registry in which shall be kept:

- a) a copy of each statement filed under Section 21.4; and
- b) a copy of each declaration recorded under Section 21.2.

21.6.2 Access to Registry – The registry shall be available for public inspection in the manner and during the time that the Municipality or Local Board may determine.

21.7 Failure by any Member of Council to comply with - The failure of one or more Members to comply with the declaration shall not affect the validity of the meeting regarding the said matter.

Article XXII Committees

22. Committees

22.1 Procedure - Except as otherwise provided herein, a Committee of Council shall conform to the rules governing protocol and procedures as detailed within this Procedural By-law.

22.2 Committee - Committee means a Standing, Statutory, Sub-Committee or Ad Hoc Committee established by Council.

22.3 Ad Hoc Committee of Council - The Council may, at any time, appoint an Advisory or Ad Hoc Committee to enquire into and report on any matter specific to one subject matter and that does not have a continuous nature. It is a Committee established for the purpose of dealing with a special project with a clear mandate and a start and finish date.

22.4 Standing Committee - A Standing Committee is an advisory body to the Council to consider policy matters regarding Administration, Finance, Planning, Environmental, Public Works, Parks Recreation, Police and Fire Services and on any other matter that Council deems it necessary.

22.4.1 Sub-Committee – A Sub-Committee means a Committee established by a Standing Committee with a clear mandate that has a beginning and end and reports directly to the creating Standing Committee.

22.5 Statutory Committee - A Statutory Committee means committees established pursuant to a specific enabling statute such as a Committee of Adjustment established pursuant to the *Planning Act*, a Property Standards Committee established pursuant to the *Building Code Act*, a Municipal Election Compliance Audit Committee established pursuant to the *Municipal Elections Act* and any other body established pursuant to enabling legislation which services in an arms-length (quasi-judicial) capacity on behalf of or in cooperation with the municipality.

Article XXIII General Provisions - Council and Committees of Council

23. General Provisions

23.1 Recording Equipment - Audio and video recording equipment may be used by staff, the public and the media to record all or any portions of a meeting that is open to the public, provided that it is not disruptive to the conduct of the meeting. The location and use of such recording equipment shall be at the discretion of the Clerk of The Nation Municipality.

23.2 General Notice Requirements - The Corporation of the Nation Municipality will provide notice of Council Meetings, Committee Meetings, Budget Meetings, financial statements, committee schedules, and changes to the Rules of Procedure by posting such notices via The Municipality's website at www.Nationmun.ca

23.2.1 Notices on social media – Upon the Municipalities' participation in social media such as Facebook, Twitter etc., notices of meetings may also be posted thereon.

23.3 Execution of Documents - Whenever the execution of any document, endorsed by Council is required, to give effect to any Resolution or By-law of the municipality, duly endorsed by motion of Council, the Mayor and Clerk shall have general authority for and in the name of the municipality to execute and to affix the Corporate Seal of the Municipality to such documents.

Article XXIV Repeal - Enactment

24.1 By-laws – previous - That By-law 19-2024 known as The Nation Municipality's Procedural By-law, previously approved on March 18, 2024, is hereby repealed.

24.2 Amendment or repeal - No amendment or repeal of this By-law or any part thereof shall be considered at any meeting of the Council, unless notice of the proposed amendment or repeal has been given at a Regular Meeting of the Council with a vote of approval of two-thirds vote of Members of Council, present and eligible to vote.

24.3 Effective date

This By-law shall come into full force and effect upon final reading thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 24 DAY OF JUNE 2024.

SCHEDULE B

Agenda Template:

1. Roll Call
2. Additions and Modifications
3. Adoption of the Agenda
4. Disclosure of Pecuniary Interest
5. Adoption of Council Minutes
6. Presentations, Delegations, and Petitions
7. Consent Items
8. Reports from Departments and Council Committees
9. Reports from an Investigator or the Ombudsman
10. Notices of Motion
11. Resolutions
12. By-laws
13. New Business Reports
14. Other Business presented by Council Members
15. Public Consultations & Hearings
16. Announcements
17. Strategic Discussion
18. Closed Session
19. Confirming By-law
20. Notice of public meeting
21. Adjournment

CORPORATION OF THE NATION MUNICIPALITY

By-law 92-2024

Being a by-law to provide for a Councillor to be appointed

Acting Mayor for the term of office of the present Council.

WHEREAS Section 242 of the Municipal Act, S. O. 2001, c. 25 and amendments thereto, provides that Council may by by-law appoint a member of the council, to act from time to time, in the place of the head of Council, when the head of Council is absent from the municipality or refuses to act or the office is vacant; and

WHEREAS Council for The Nation Municipality deems it advisable to appoint such member of Council who shall be known at such time as the Acting Mayor, and while so acting, shall have all the powers and duties of the head of Council; now therefore be it

RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE NATION MUNICIPALITY ENACTS AS FOLLOWS:

1. THAT a member of Council of the Corporation of The Nation Municipality be and is hereby appointed to act, from time to time, in the place of the Head of Council when the head of Council is absent or refuses to act or the office is vacant as follows:
 - (a) For the remainder of the 2022-2026 term of Office: _____
2. THAT this appointment by-law be re-evaluated for another recommendation by the Mayor at the beginning of the next Term of Council.
3. THAT while so acting, the said member shall have all the rights, powers and duties of the head of Council;
4. THAT this By-Law shall come into force and take effect upon final reading thereof.

READ A FIRST. SECOND AND THIRD TIME AND FINALLY PASSED THIS 24TH DAY OF JUNE, 2024.

Francis Brière, Mayor

Aimée Roy, Clerk

ZONING BY-LAW NO. 94-2024

Amending Comprehensive Zoning By-Law 2-2006

Corporation of The Nation Municipality

Part of Lot 26, Concession 2, former Township of Cambridge
now The Nation Municipality

prepared by

The Nation Municipality
958, Route 500 west
Casselman ON. K0A 1M0

CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 94-2024

BEING A BY-LAW TO AMEND THE COMPREHENSIVE ZONING BY-LAW 2-2006, AS AMENDED;

WHEREAS By-Law 2-2006, the Comprehensive Zoning By-Law, regulates the use and erection of buildings and structures in The Nation Municipality;

WHEREAS an application has been received to change the zoning of a certain parcel of land in The Nation Municipality;

AND WHEREAS the Council of the Corporation of The Nation Municipality considers it appropriate to amend the Zoning By-Law 2-2006, as described;

NOW THEREFORE, the Council of the Corporation of The Nation Municipality enacts as follows:

Section 1: The property located on part of Lot 26, Concession 2 in the former Township of Cambridge now in The Nation Municipality, County of Russell, shown on Schedule "A", attached to and forming part of this By-Law shall be the property affected by this By-Law.

Section 2: Schedule "A" of Zoning By-Law 2-2006 is hereby amended by changing from "Mineral aggregate resource Zone (MX)" to "Rural Zone (RU)" the symbol of the parcel of land indicated on the attached Schedule "A" hereto made fully part of this by-law.

Section 3: All provisions of By-Law 2-2006 shall continue to apply.

Section 4: Subject to the giving of notice of passing of this By-Law, in accordance with Section 34(18) of the Planning Act, R.S.O. 1990 as amended, this By-Law shall come into force on the date of passing by the Council of the Corporation of The Nation Municipality where no notice of appeal or objection is received, pursuant to Section 34(21) of the Planning Act, R.S.O. 1990 as amended.

**READ FIRST AND SECOND TIME
READ A THIRD TIME AND PASSED**

this 24th day of June 2024
this 24th day of June 2024

**Francis Briere
Mayor**

**Aime Roy
Clerk**

NOTE EXPLICATIVE

But et effet du Règlement # 94-2024

La propriété concernée par cette modification au règlement de zonage 2-2006 est localisée sur une partie du lot 26, concession 2 de l'ancien canton de Cambridge.

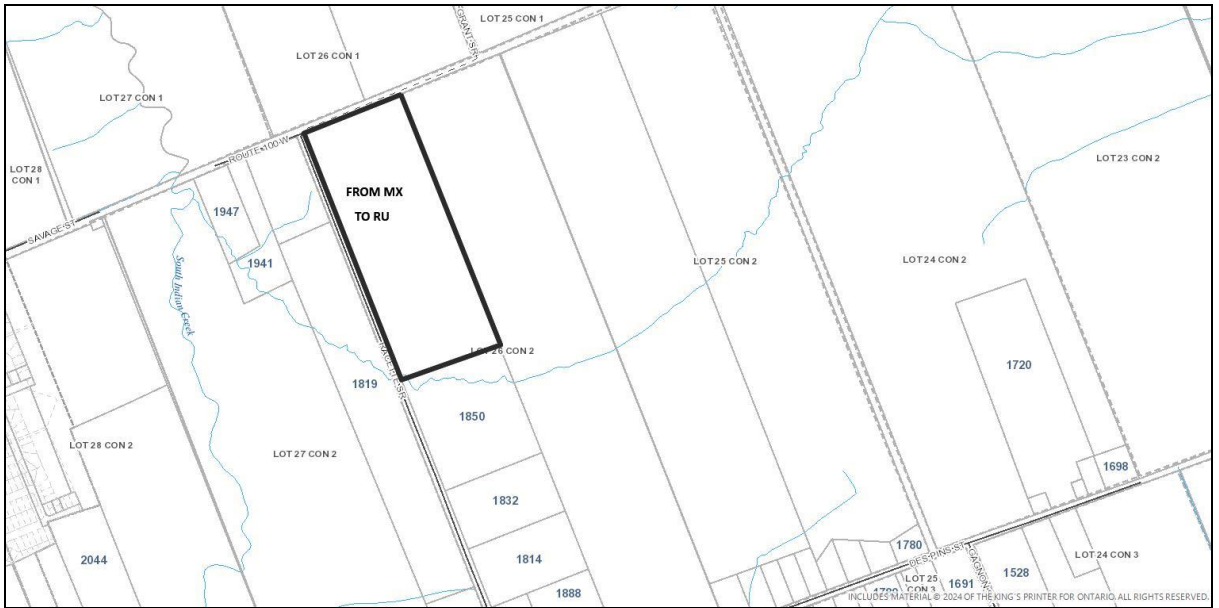
La modification a pour but de modifier la catégorie de zonage de la propriété à rurale.

EXPLANATORY NOTE

Purpose and Effects of By-Law # 94-2024

The property affected by this amendment to zoning by-law 2-2006 is located on part of lot 26, concession 2 of the former township of Cambridge.

The purpose of the amendment is to change the zoning category of the property to Rural.



<p>Area(s) affected by this by-law.</p> <p>Part of Lot 26, Concession 2 in the former Township of Cambridge, now The Nation Municipality.</p> <p>Certificate of Authenticity</p> <p>Schedule "A" to By-Law No. 94-2024</p> <p>_____</p> <p>Francis Briere Mayor</p>	<p>This plan is Schedule "A" to Zoning By-Law 94-2024 passed the 24th day of June 2024.</p> <p>Prepared by:</p> <p>The Nation Municipality 958, Route 500 west Casselton ON. K0A 1M0</p> <p>_____</p> <p>Aime Roy Clerk</p>
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ZONING BY-LAW NO. 95-2024

Amending Comprehensive Zoning By-Law 2-2006

Corporation of The Nation Municipality

Part of Lot 30, Concession 6, former Township of Cambridge
now The Nation Municipality

prepared by

The Nation Municipality
958, Route 500 west
Casselman ON. K0A 1M0

CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 95-2024

BEING A BY-LAW TO AMEND THE COMPREHENSIVE ZONING BY-LAW 2-2006, AS AMENDED;

WHEREAS By-Law 2-2006, the Comprehensive Zoning By-Law, regulates the use and erection of buildings and structures in The Nation Municipality;

WHEREAS an application has been received to change the zoning of a certain parcel of land in The Nation Municipality;

AND WHEREAS the Council of the Corporation of The Nation Municipality considers it appropriate to amend the Zoning By-Law 2-2006, as described;

NOW THEREFORE, the Council of the Corporation of The Nation Municipality enacts as follows:

Section 1: The property located on part of Lot 30, Concession 6 in the former Township of Cambridge, now in The Nation Municipality, County of Russell, shown on Schedule "A", attached to and forming part of this By-Law, shall be the property affected by this By-Law.

Section 2: Schedule "A" of Zoning By-Law 2-2006 is hereby amended by changing from "Agricultural (A)" to "Agricultural – Exception (A-X85)" and the symbol of the property indicated on the attached Schedule "A" hereto made fully part of this by-law.

Section 3: Subsection 5.16.4 of Zoning By-Law 2-2006 entitled AExceptions@, is hereby amended by adding the following new paragraph:

5.16.4.85 Agricultural Zone Exception (A-X85),

Part of Lot 30, Conc. 6 in the former Township of Cambridge. (2170 Route 600 West)

Notwithstanding the provisions of Section 5.16, on the land zoned "A-X85", a single-family dwelling with an accessory apartment with a ratio of 55/45 shall be permitted. At all times the septic field shall be shared by all the dwelling units.

Section 4: All other provisions of By-Law 2-2006 shall continue to apply.

Section 5: Subject to the giving of notice of passing of this By-Law, in accordance with Section 34(18) of the Planning Act, R.S.O. 1990 as amended, this By-Law shall come into force on the date of passing by the Council of the Corporation of The Nation Municipality where no notice of appeal or objection is received, pursuant to Section 34(21) of the Planning Act, R.S.O. 1990 as amended

**READ FIRST AND SECOND TIME
READ A THIRD TIME AND PASSED**

this 24th day of June 2024
this 24th day of June 2024

**Francis Briere
Mayor**

**Aime Roy
Clerk**

NOTE EXPLICATIVE

But et effet du Règlement # 95-2024

La propriété concernée par cette modification au règlement de zonage 2-2006 porte le numéro civique 2170 route 600 ouest.

La modification a pour but de modifier la catégorie de zonage du terrain pour permettre une maison ayant deux unités d'habitation. Le champ septique sera partagé par toutes les habitations.

Les lignes directrices de la province encouragent ce genre de développement

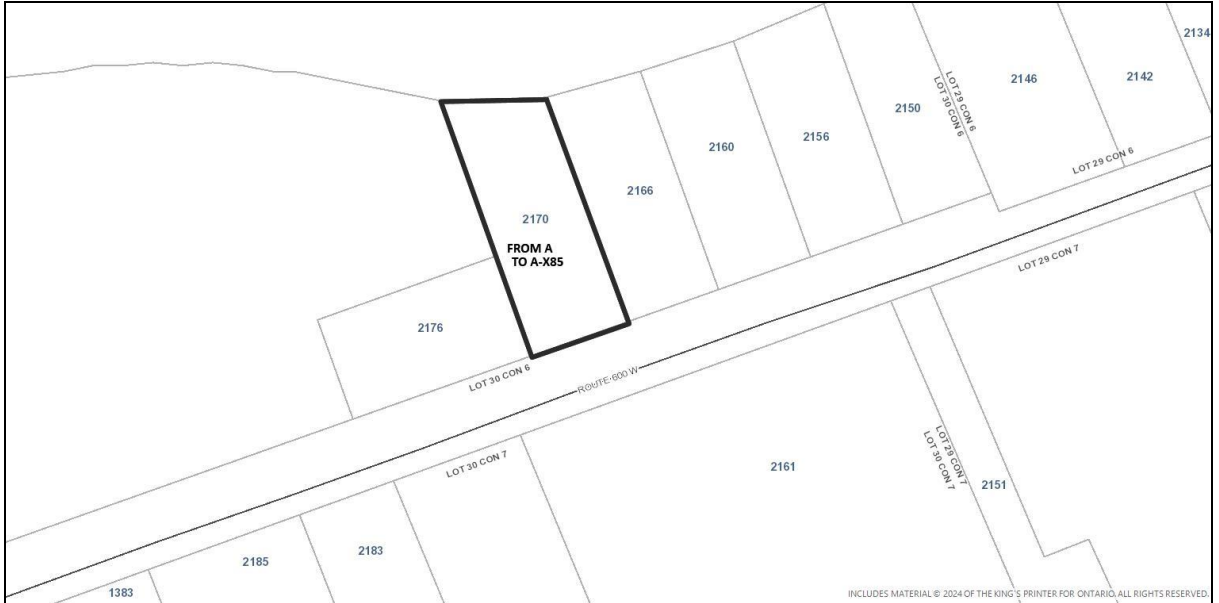
EXPLANATORY NOTE

Purpose and Effects of By-Law #95-2024

The property affected by this amendment to Zoning By-Law 2-2006 bears civic number 2170 Route 600 West.

The purpose of the amendment is to change the zoning category of the lot to allow a two dwelling units. At all times the septic field shall be shared by all the dwelling units.

The new provincial guideline are encouraging this kind of development.



<p>Area(s) affected by this by-law.</p> <p>Part of Lot 30, Concession 6 in the former Township of Cambridge, now The Nation Municipality.</p> <p>Certificate of Authenticity</p> <p>Schedule "A" to By-Law No. 95-2024</p> <p>_____ Francis Briere Mayor</p>	<p>This plan is Schedule "A" to Zoning By-Law 95-2024 passed the 24th day of June 2024.</p> <p>Prepared by:</p> <p>The Nation Municipality 958, Route 500 west Casselman ON. K0A 1M0</p> <p>_____ Aime Roy Clerk</p>
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ZONING BY-LAW NO. 96-2024

Amending Comprehensive Zoning By-Law 2-2006

Corporation of The Nation Municipality

Part of Lot 27, Concession 10, former Cambridge
2045 Route 900 West

prepared by

The Nation Municipality
958, Route 500 west
Casselman ON. K0A 1M0

CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 96-2024

BEING A BY-LAW TO AMEND THE COMPREHENSIVE ZONING BY-LAW 2-2006, AS AMENDED;

WHEREAS By-Law 2-2006, the Comprehensive Zoning By-Law, regulates the use and erection of buildings and structures in The Nation Municipality;

WHEREAS an application has been received to change the zoning of a certain parcel of land in The Nation Municipality;

AND WHEREAS the Council of the Corporation of The Nation Municipality considers it appropriate to amend the Zoning By-Law 2-2006, as described;

NOW THEREFORE, the Council of the Corporation of The Nation Municipality enacts as follows:

Section 1: The property located on part of Lot 27, Concession 10 in the former Township of Cambridge, now in The Nation Municipality, County of Russell, shown on Schedule "A", attached to and forming part of this By-Law, shall be the property affected by this By-Law.

Section 2: Schedule "A" of Zoning By-Law 2-2006 is hereby amended by changing from "Agricultural (A)" to "Agricultural – Exception (A-X84)" and the symbol of the property indicated on the attached Schedule "A" hereto made fully part of this by-law.

Section 3: Subsection 5.16.4 of Zoning By-Law 2-2006 entitled "Exceptions", is hereby amended by adding the following new paragraph:

5.16.4.84 Agricultural Zone Exception (A-X84),

Part of Lot 27, Conc. 10 in the former Township of Cambridge.
(2045 Route 900 West)

Notwithstanding the provisions of zoning By-law 2-2006, on the land zoned "A-X84", a fitness class of 12 pupils shall be considered as non-residential home occupation, a garage of 342 square metres and a maximum lot coverage for accessory structure of 10% shall be permitted.

Section 4: All other provisions of By-Law 2-2006 shall continue to apply.

Section 5: Subject to the giving of notice of passing of this By-Law, in accordance with Section 34(18) of the Planning Act, R.S.O. 1990 as amended, this By-Law shall come into force on the date of passing by the Council of the Corporation of The Nation Municipality where no notice of appeal or objection is received, pursuant to Section 34(21) of the Planning Act, R.S.O. 1990 as amended.

**READ FIRST AND SECOND TIME
READ A THIRD TIME AND PASSED**

this 24th day of June 2024
this 24th day of June 2024

**Francis Briere
Mayor**

**Aime Roy
Clerk**

NOTE EXPLICATIVE

But et effet du Règlement # 96-2024

La propriété concernée par cette modification au règlement de zonage 2-2006 est localisée sur une partie du lot 27, concession 10 de l'ancien canton de Cambridge et portant le numéro civique 2045 route 900 ouest.

La modification a pour but de permettre l'agrandissement d'un garage existant en augmentant la superficie de plancher maximale à 342 mètres carrés au lieu de 298 mètres carrés, augmenter la superficie maximale de couverture du terrain pour les bâtiments accessoires de 8% à 10% et permettre 12 étudiants au lieu de 8 étudiants pour une occupation domestique non-résidentielle.

EXPLANATORY NOTE

Purpose and Effects of By-Law #96-2024

The property concerned by this amendment to Zoning By-law 2-2006 is located on part of Lot 27, Concession 10 of the former Township of Cambridge, bearing civic number 2045 Route 900 West.

The purpose of the amendment is to allow an extension to an existing garage and enlarge the gross floor area to be 342 square metres instead of 298 square metres and enlarge the maximum lot coverage area for accessory building from 8% to 10% and allow 12 students instead of 8 for a non-residential home occupation.



<p>Area(s) affected by this by-law</p> <p>Part of Lot 27, Concession 10 in the former Township of Cambridge, now The Nation Municipality.</p> <p>Certificate of Authenticity</p> <p>Schedule "A" to By-Law No. 96-2024</p> <p>_____ Francis Briere Mayor</p>	<p>This plan is Schedule "A" to Zoning By-Law 96-2024 passed the 24th day of June, 2024.</p> <p>Prepared by:</p> <p>The Nation Municipality 958, Route 500 west Casselman ON. K0A 1M0</p> <p>_____ Aime Roy Clerk</p>
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**EXEMPTION FROM PART LOT CONTROL BY-LAW
THE CORPORATION OF THE NATION MUNICIPALITY**

BY-LAW NO. 97-2024

"Being a By-law to exempt certain lands from Part Lot Control, in Registered Plan 50M376, on a Street legally named CYPRESS STREET, in the Nation Municipality and in the County of Russell."

WHEREAS pursuant to the request from TMJ CONSTRUCTION INC., it is expedient to exempt from Part Lot Control certain lands being LOT 19, Registered Plan 50M376;

WHEREAS the Planning Act, R.S.O. 1990, c.P.13, as amended, (the "Planning Act") subsection 50(5) provides that all lands within a plan of subdivision are subject to part lot control;

WHEREAS authority is vested in Council of municipalities by the Planning Act, subsection 50(7) to enact by-laws which provide that subsection 50(5) does not apply to lands that are within a registered plan of subdivision as are designated in the by-law;

AND WHEREAS the Planning Act, subsection 50(7.1) does not come into effect until approved by the United Counties of Prescott and Russell;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE NATION MUNICIPALITY ENACTS AS FOLLOWS:

1. a) THAT PART OF LOT 19, Registered Plan 50M376, being Parts 1 and 2 on Reference Plan 50R11628, in the Nation Municipality, County of Russell, designated for the purpose of this By-Law as Parcel "A", is/are hereby exempted from Part lot Control pursuant to subsection 50(5) of the Planning Act.
- b) THAT PART OF LOT 19, Registered Plan 50M376, being Part 3 on Reference Plan 50R11628, in the Nation Municipality, County of Russell, designated for the purpose of this By-Law as Parcel "B", is/are hereby exempted from Part lot Control pursuant to subsection 50(5) of the Planning Act.
2. That this By-Law shall come into force upon approval and shall expire on June 24, 2026 unless the Council of the Corporation of the Nation Municipality has provided an extension by amendment to this by-law prior to its expiry.
3. THAT this By-law comes into force and effect when it is approved by the United Counties of Prescott and Russell.
4. THAT this by-law shall not be construed as to permit the further resubdivision or severance of any such parcel.
5. Registration of this by-law in the proper land registry office is authorized and this by-law shall thereupon become effective.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 24th DAY OF JUNE, 2024.

FRANCIS BRIÈRE, Mayor

AIMEE ROY, Clerk

Pursuant to the United Counties of Prescott and Russell By-Law 2020-16, this by-law, having met the criteria for Part Lot Control exemption, is hereby APPROVED under Section 50(7) of the Planning Act, R.S.O. 1990, as amended.

**United Counties of Prescott and
Russell**

CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO 98-2024

BEING, a By-Law of the Corporation of The Nation Municipality to enter into an agreement with the Association of Municipalities of Ontario.

WHEREAS Section 8 of *The Municipal Act, S.O. 2001, c.25, as amended* states that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable to the municipality to govern its affairs as it considers appropriate;

AND WHEREAS Section 9 of *The Municipal Act, S.O. 2001, c.25, as amended* states that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of The Nation Municipality deems it desirable to enter into an Administrative Agreement with The Association of Municipalities of Ontario (“AMO”) for the purpose of transferring funds of the Canada Community Building Fund (“CCBF”);

NOW THEREFORE the Council of The Nation Municipality enacts as follows:

1. That the agreement with AMO attached hereto and referred to as “Appendix A” be part of this by-law.
2. That the Mayor and Clerk are hereby authorized to execute this agreement and affix the corporate seal thereto.
3. That this by-law shall be effective June 24, 2024 and that By-Law 50-2014 is hereby repealed as of that date.

READ A FIRST, SECOND AND DULY PASSED UPON THE THIRD READING THIS 24TH DAY OF JUNE 2024.

Francis Brière, Mayor

Aimée Roy, Clerk

MUNICIPAL FUNDING AGREEMENT ON THE CANADA COMMUNITY-BUILDING FUND

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as “**AMO**”)

AND:

THE NATION MUNICIPALITY

(a municipal corporation pursuant to the *Municipal Act, 2001*, referred to herein as the “**Recipient**”)

WHEREAS the Government of Canada, the Government of Ontario, AMO, and the City of Toronto are signatories to the Administrative Agreement on the Canada Community-Building Fund effective April 1, 2024 (the “**Administrative Agreement**”), which governs the transfer and use of the Canada Community-Building Fund (“**CCBF**”) in Ontario;

AND WHEREAS AMO is responsible for the administration of CCBF funding made available to all Municipalities in Ontario – except the City of Toronto – under the Administrative Agreement, and will therefore undertake (and require the Recipient to undertake) certain activities as set out in this Agreement;

AND WHEREAS the Recipient wishes to enter into this Agreement to access CCBF funding;

NOW THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATIONS

1.1 **Definitions.** For the purposes of this Agreement, the following terms shall have the meanings ascribed to them below:

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 6.1.

“Asset Management” is a principle/practice that includes planning processes, approaches, plans, or related documents that support an integrated lifecycle approach to the effective stewardship of infrastructure assets to maximize benefits and effectively manage risk.

“Canada” means the Government of Canada, as represented by the Minister of Housing, Infrastructure and Communities.

“Canada Community-Building Fund” or “CCBF” means the program established under section 161 of the *Keeping Canada’s Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by section 233 of the *Economic Action Plan 2013 Act, No. 1*, S.C. 2013, c. 33, as the Gas Tax Fund and renamed the Canada Community-Building Fund in section 199 of *Budget Implementation Act, 2021, No. 1*.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Eligible Expenditure” means an expenditure described as eligible in Schedule B or deemed eligible by Canada in accordance with Section 4.2.

“Eligible Investment Category” means an investment category listed in Schedule A or deemed eligible by Canada in accordance with Section 3.2.

“Eligible Project” means a project that fits within an Eligible Investment Category.

“Event of Default” has the meaning given to it in Section 13.1 of this Agreement.

“Funds” mean the funds made available to the Recipient through the CCBF or any other source of funding as determined by Canada. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. Funds transferred to another Municipality in accordance with Section 5.3 of this Agreement are to be treated as Funds by the Municipality to which the Funds are transferred; and Funds transferred to a non-municipal entity in accordance with Section 5.4 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Housing Needs Assessment” or **“HNA”** means a report informed by data and research describing the current and future housing needs of a Municipality or community according to guidance provided by Canada.

“Ineligible Expenditures” means those expenditures described as ineligible in Schedule C or deemed ineligible by Canada in accordance with Section 4.2.

“Infrastructure” means tangible capital assets that are primarily for public use or benefit in Ontario – whether municipal or regional, and whether publicly or privately owned.

“Lower-Tier Municipality” means a Municipality that forms part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and **“Municipalities”** means every municipality as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Non-Municipal Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.4 of this Agreement.

“Parties” means AMO and the Recipient.

“Prior Agreement” means the municipal funding agreement for the transfer of federal gas tax funds entered into by AMO and the Recipient, effective April 2014 and with an expiry date of March 31, 2024.

“Single-Tier Municipality” means a Municipality, other than an Upper-Tier Municipality, that does not form part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

“Third Party” means any person or legal entity, other than the Parties to this Agreement, who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.3 of this Agreement.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, 2023 in the Recipient’s 2023 Annual Report (as defined under the Prior Agreement).

“Upper-Tier Municipality” means a Municipality of which two or more Lower-Tier Municipalities form part for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

1.2 Interpretations

- a) **“Agreement”** refers to this agreement as a whole, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.
- b) The words **“herein”**, **“hereof”** and **“hereunder”** and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.
- c) The term **“including”** or **“includes”** means including or includes (as applicable) without limitation or restriction.
- d) Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

2. TERM OF THE AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall come into effect as of April 1, 2024 up to and including March 31, 2034.
- 2.2 **Review.** This Agreement will be reviewed by AMO by June 30, 2027.
- 2.3 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.4 **Notice.** Any of the Parties may terminate this Agreement on two (2) years written notice.
- 2.5 **Prior Agreement.** The Parties agree that the Prior Agreement, including Section 15.5 thereof, is hereby terminated. Notwithstanding the termination of the Prior Agreement, including Section 15.5, the reporting and indemnity obligations of the Recipient thereunder with respect to expended Funds governed by the Prior Agreement as set forth in Sections 5, 7, 10.3, 10.4 and 10.5 of the Prior Agreement shall survive the said termination.

3. ELIGIBLE PROJECTS

- 3.1 **Eligible Projects.** Eligible Projects are those that fit within an Eligible Investment Category. Eligible Investment Categories are listed in Schedule A.
- 3.2 **Discretion of Canada.** The eligibility of any investment category not listed in Schedule A is solely at the discretion of Canada.
- 3.3 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule A and Schedule B.

4. ELIGIBLE EXPENDITURES

- 4.1 **Eligible Expenditures and Ineligible Expenditures.** Eligible Expenditures are described in Schedule B. Ineligible Expenditures are described in Schedule C.
- 4.2 **Discretion of Canada.** The eligibility of any item not listed in Schedule B or Schedule C to this Agreement is solely at the discretion of Canada.
- 4.3 **Reasonable Access.** The Recipient shall allow AMO and Canada reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Canada or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 4.4 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures for at least six (6) years after the completion of the project.
- 4.5 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with any domestic or international trade agreements, and all other applicable laws. The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

5. FUNDS

- 5.1 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

- 5.2 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement, and will no longer be governed by the terms and conditions of the Prior Agreement.
- 5.3 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the “Transferee Municipality”):
- a) The allocation and transfer shall be authorized by a Transfer By-law. The Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year(s) specified in the Transfer By-law.
 - b) The Recipient is still required to submit an Annual Report in accordance with Section 6.1 hereof with respect to the Funds transferred.
 - c) No transfer of Funds pursuant to this Section 5.3 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, such as undertaking in a form satisfactory to AMO.
- 5.4 **Transfer of Funds to a Non-Municipal Entity.** Where a Recipient decides to support an Eligible Project undertaken by a non-municipal entity (whether a for profit, non-governmental, or not-for profit organization):
- a) The provision of such support shall be authorized by a Transfer By-law (a “Non-Municipal Transfer By-law”). The Non-Municipal Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon as practicable thereafter. The Non-Municipal Transfer By-law shall identify the non-municipal entity, and the amount of Funds the non-municipal entity is to receive for that Eligible Project.
 - b) The Recipient shall continue to be bound by all the provisions of this Agreement notwithstanding any such transfer.
 - c) No transfer of Funds pursuant to this Section 5.4 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, in a form exclusively satisfactory to AMO.
- 5.5 **Payout of Funds.** Subject to Sections 5.14 and 5.15, AMO will transfer Funds twice yearly, on or before the dates agreed upon by Canada and AMO.

- 5.6 **Deposit of Funds.** The Recipient will deposit the Funds in:
- a) An interest-bearing bank account; or
 - b) An investment permitted under:
 - i. The Recipient's investment policy; and
 - ii. Provincial legislation and regulation.
- 5.7 **Interest Earnings and Investment Gains.** Interest earnings and investment gains will be:
- Proportionately allocated to the CCBF when applicable; and
 - Applied to Eligible Expenditures for Eligible Projects.
- 5.8 **Funds Advanced.** Funds shall be spent (in accordance with Sections 3 and 4) or transferred (in accordance with Sections 5.3 or 5.4) within five (5) years after the end of the year in which Funds were received. Unexpended Funds shall not be retained beyond such five (5) year period without the documented consent of AMO. AMO reserves the right to declare that unexpended Funds after five (5) years become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.
- 5.9 **Expenditure of Funds.** The Recipient shall expend all Funds by December 31, 2038.
- 5.10 **HST.** The use of Funds is based on the net amount of harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 5.11 **Limit on Canada's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 5.12 **Federal Funds.** The Recipient agrees that any Funds received will be treated as "federal funds" for the purpose of other federal infrastructure programs.
- 5.13 **Stacking.** If the Recipient is receiving federal funds under other federal infrastructure programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum federal contribution limitation set out in any other federal infrastructure program agreement made in respect of that Eligible Project shall continue to apply.
- 5.14 **Withholding Payment.** AMO may, in its exclusive discretion, withhold Funds where the Recipient is in default of compliance with any provisions of this Agreement.
- 5.15 **Insufficient Funds Provided by Canada.** Notwithstanding the provisions of Section 2, if Canada does not provide sufficient funds to continue the Funds for any Municipal

Fiscal Year during which this Agreement is in effect, AMO may immediately terminate this Agreement on written notice to the Recipient.

6. REPORTING REQUIREMENTS

- 6.1 **Annual Report.** The Recipient shall submit a report to AMO by April 30th each year, or as otherwise notified by AMO. The report shall be submitted in an electronic format deemed acceptable by AMO and shall contain the information described in Schedule D.
- 6.2 **Project List.** The Recipient shall ensure that projects are reported in advance of construction. Information required is as noted in Section 2.3 of Schedule E.

7. ASSET MANAGEMENT

- 7.1 **Implementation of Asset Management.** The Recipient will develop and implement an Asset Management plan, culture, and methodology in accordance with legislation and regulation established by the Government of Ontario (e.g., O. Reg. 588/17).
- 7.2 **Asset Data.** The Recipient will continue to improve data describing the condition of, long-term cost of, levels of service provided by, and risks associated with infrastructure assets.

8. HOUSING NEEDS ASSESSMENT

- 8.1 **Requirement.** While an HNA is encouraged for all Municipalities, the Recipient must complete a HNA if it had a population of 30,000 or more on the 2021 Census of Canada and is a Single-Tier Municipality or a Lower-Tier Municipality.
- 8.2 **Content of the HNA.** The Recipient will prepare the HNA in accordance with the guidance provided from time to time by Canada.
- 8.3 **Use of HNA.** The Recipient is expected to prioritize projects that support the growth of the housing supply. The HNA is to be used by Municipalities to prioritize, where possible, Infrastructure or capacity building projects that support increased housing supply where it makes sense to do so.
- 8.4 **Publication of the HNA.** The Recipient will publish the HNA on its website.
- 8.5 **HNA reporting requirements.** The Recipient will send to AMO by March 31, 2025, unless otherwise agreed upon:
- a) A copy of any HNA it is required to complete in accordance with Section 8.1; and

- b) The URL to the published HNA on the Recipient's website.

9. COMMUNICATIONS REQUIREMENTS

- 9.1 The Recipient will comply with all communication requirements outlined in Schedule E.

10. RECORDS AND AUDIT

- 10.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles ("GAAP") in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Chartered Professional Accountants of Canada or any successor institute, applied on a consistent basis.
- 10.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts, and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice by AMO or Canada, the Recipient shall submit all records and documentation relating to the Funds for inspection or audit.
- 10.3 **External Auditor.** AMO or Canada may request, upon written notice to Recipient, an audit of Eligible Project(s) or Annual Report(s). AMO shall retain an external auditor to carry out an audit and ensure that any auditor who conducts an audit pursuant to this Agreement or otherwise, provides a copy of the audit report to the Recipient.

11. INSURANCE AND INDEMNITY

- 11.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 5 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking similar Eligible Projects, including, where appropriate and without limitation, property, construction, and liability insurance, which insurance coverage shall identify Canada and AMO as additional insureds for the purposes of the Eligible Projects.
- 11.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall have a valid certificate of insurance that confirms compliance with the requirements

of Section 11.1. The Recipient shall produce such certificate of insurance on request, including as part of any AMO or Canada audit.

11.3 **AMO Not Liable.** In no event shall Canada or AMO be liable for:

- Any bodily injury, death or property damages to the Recipient, its employees, agents, or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents, or consultants, arising out of or in any way related to this Agreement; or
- Any incidental, indirect, special, or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents, or consultants arising out of any or in any way related to this Agreement.

11.4 **Recipient to Compensate Canada.** The Recipient will ensure that it will not, at any time, hold the Government of Canada, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Canada, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to CCBF funding or an Eligible Project.

11.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an “**Indemnitee**”), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnitee incurred by any Indemnitee or asserted against any Indemnitee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- The Funds;
- The Recipient’s Eligible Projects, including the design, construction, operation, maintenance, and repair of any part or all of the Eligible Projects;
- The performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees, and agents, or by a Third Party, its officers, servants, employees, or agents; and
- Any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees, or agents.

12. TRANSFER AND OPERATION OF MUNICIPAL INFRASTRUCTURE

- 12.1 **Reinvestment.** The Recipient will invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance, or other disposal of an asset resulting from an Eligible Project where such disposal takes place within five (5) years of the date of completion of the Eligible Project.
- 12.2 **Notice.** The Recipient shall notify AMO in writing 120 days in advance and at any time during the five (5) years following the date of completion of an Eligible Project if it is sold, leased, encumbered, or otherwise disposed of.
- 12.3 **Public Use.** The Recipient will ensure that Infrastructure resulting from any Eligible Project that is not sold, leased, encumbered, or otherwise disposed of, remains primarily for public use or benefit.

13. DEFAULT AND TERMINATION

- 13.1 **Event of Default.** AMO may declare in writing that an Event of Default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an Event of Default has occurred unless it has first consulted with the Recipient. For the purposes of this Agreement, each of the following events shall constitute an “Event of Default”:
- Failure by the Recipient to deliver in a timely manner an Annual Report or respond to questionnaires or reports as required;
 - Delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement;
 - Failure by the Recipient to co-operate in an external audit undertaken by Canada, AMO or their agents;
 - Delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement; and
 - Failure by the Recipient to expend Funds in accordance with the terms of this Agreement, including Section 5.8.
- 13.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 13.3 **Remedies on Default.** If AMO declares that an Event of Default has occurred under Section 13.1, after thirty (30) calendar days from the Recipient’s receipt of the notice

of an Event of Default, it may immediately terminate this Agreement or suspend its obligation to pay the Funds. If AMO suspends payment, it may pay suspended Funds if AMO is satisfied that the default has been cured.

- 13.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its exclusive satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.

14. CONFLICT OF INTEREST

- 14.1 **No Conflict of Interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from the Funds, the Unspent Funds, and any interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

15. NOTICE

- 15.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by email to the addresses in Section 15.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.
- 15.2 **Representatives.** The individuals identified in Section 15.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.
- 15.3 **Addresses for Notice.** Further to Section 15.1 of this Agreement, notice can be given at the following addresses:

- If to AMO:

Executive Director
Canada Community-Building Fund Agreement
Association of Municipalities of Ontario
155 University Avenue, Suite 800
Toronto, ON M5H 3B7

Telephone: 416-971-9856
Email: ccbf@amo.on.ca

- If to the Recipient:

Treasurer
The Nation Municipality
958 West Route 500, RR # 3
Casselman, ON K0A 1M0

16. MISCELLANEOUS

- 16.1 **Counterpart Signature.** This Agreement may be signed (including by electronic signature) and delivered (including by facsimile transmission, by email in PDF or similar format or using an online contracting service designated by AMO) in counterparts, and each signed and delivered counterpart will be deemed an original and both counterparts will together constitute one and the same document.
- 16.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.
- 16.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 16.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable in Ontario.
- 16.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 4, 5.8, 5.9, 6.1, 11.4, 11.5, 12, 13.4 and 16.8.
- 16.6 **AMO, Canada and Recipient Independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-

agent relationship, or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Recipient, between AMO and the Recipient, between Canada and a Third Party or between AMO and a Third Party.

- 16.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee, or agent of Canada or AMO.
- 16.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 16.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.
- 16.10 **Complementarity.** The Recipient is to use the CCBF to complement, without replacing or displacing, other sources of funding for municipal infrastructure.
- 16.11 **Equity.** The Recipient is to consider Gender Based Analysis Plus (“**GBA+**”) lenses when undertaking a project.

17. SCHEDULES

- 17.1 This Agreement, including:

Schedule A	Eligible Investment Categories
Schedule B	Eligible Expenditures
Schedule C	Ineligible Expenditures
Schedule D	The Annual Report
Schedule E	Communications Requirements

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

18. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, and delivered this Agreement, effective April 1, 2024.

THE NATION MUNICIPALITY

By:

Name:

Title:

Date

Name:

Title:

Date

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By:

Name:

Title: Executive Director

Date

Witness:

Title:

Date

SCHEDULE A: ELIGIBLE INVESTMENT CATEGORIES

1. **Broadband connectivity** – investments in the construction, material enhancement, or renewal of infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities.
2. **Brownfield redevelopment** – investments in the remediation or decontamination of a brownfield site within municipal boundaries – provided that the site is being redeveloped to construct a public park for municipal use, publicly owned social housing, or Infrastructure eligible under another investment category listed in this schedule.
3. **Capacity-building** – investments that strengthen the Recipient’s ability to develop long-term planning practices as described in Schedule B, item 2.
4. **Community energy systems** – investments in the construction, material enhancement, or renewal of infrastructure that generates energy or increases energy efficiency.
5. **Cultural infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that supports the arts, humanities, or heritage.
6. **Drinking water** – investments in the construction, material enhancement, or renewal of infrastructure that supports drinking water conservation, collection, treatment, and distribution systems.
7. **Fire halls** – investments in the construction, material enhancement, or renewal of fire halls and fire station infrastructure.
8. **Local roads and bridges** – investments in the construction, material enhancement, or renewal of roads, bridges, tunnels, highways, and active transportation infrastructure.
9. **Public transit** – investments in the construction, material enhancement, or renewal of infrastructure that supports a shared passenger transport system that is available for public use.
10. **Recreational infrastructure** – investments in the construction, material enhancement, or renewal of recreational facilities or networks.
11. **Regional and local airports** – investments in the construction, material enhancement, or renewal of airport-related infrastructure (excluding infrastructure in the National Airports System).
12. **Resilience** – investments in the construction, material enhancement, or renewal of built and natural infrastructure assets and systems that protect and strengthen the resilience

of communities and withstand and sustain service in the face of climate change, natural disasters, and extreme weather events.

13. **Short-line rail** – investments in the construction, material enhancement, or renewal of railway-related infrastructure for carriage of passengers or freight.
14. **Short-sea shipping** – investments in the construction, material enhancement, or renewal of infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean.
15. **Solid waste** – investments in the construction, material enhancement, or renewal of infrastructure that supports solid waste management systems (including the collection, diversion, and disposal of recyclables, compostable materials, and garbage).
16. **Sport infrastructure** – investments in the construction, material enhancement, or renewal of amateur sport infrastructure (facilities housing professional or semi-professional sports teams are ineligible).
17. **Tourism infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that attracts travelers for recreation, leisure, business, or other purposes.
18. **Wastewater** – investments in the construction, material enhancement, or renewal of infrastructure that supports wastewater and storm water collection, treatment, and management systems.

Note: Investments in health infrastructure (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres) are not eligible.

SCHEDULE B: ELIGIBLE EXPENDITURES

Eligible Expenditures will be limited to the following:

1. **Infrastructure investments** – expenditures associated with acquiring, planning, designing, constructing, or renovating a tangible capital asset and any related debt financing charges specifically identified with that asset.
2. **Capacity-building costs** – for projects eligible under the capacity-building category only, expenditures associated with the development and implementation of:
 - Capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, or asset management plans;
 - Studies, strategies, systems, software, third-party assessments, plans, or training related to asset management;
 - Studies, strategies, systems, or plans related to housing or land use;
 - Studies, strategies, or plans related to the long-term management of infrastructure; and
 - Other initiatives that strengthen the Recipient's ability to improve local and regional planning.
3. **Joint communications and signage costs** – expenditures directly associated with joint federal communication activities and with federal project signage.
4. **Employee costs** – the costs of the Recipient's employees for projects eligible under the capacity-building category only – provided that the costs, on an annual basis, do not exceed the lesser of:
 - 40% of the Recipient's annual allocation (i.e., the amount of CCBF funding made available to the Recipient by AMO under Section 5.5 of this Agreement); or
 - \$80,000.

SCHEDULE C: INELIGIBLE EXPENDITURES

The following are deemed Ineligible Expenditures:

1. **Costs incurred before the Fund was established** – project expenditures incurred before April 1, 2005.
2. **Costs incurred before categories were eligible** – project expenditures incurred:
 - Before April 1, 2014 – under the broadband connectivity, brownfield redevelopment, cultural infrastructure, disaster mitigation (now resilience), recreational infrastructure, regional and local airports, short-line rail, short-sea shipping, sport infrastructure, and tourism infrastructure categories; and.
 - Before April 1, 2021 – under the fire halls category.
3. **Internal costs** – the Recipient's overhead costs (including salaries and other employment benefits), operating or administrative costs (related to planning, engineering, architecture, supervision, management, and other activities normally carried out by the Recipient's staff), and equipment leasing costs – except in accordance with Eligible Expenditures described in Schedule B.
4. **Rebated costs** – taxes for which the Recipient is eligible for a tax rebate and all other costs eligible for rebates.
5. **Land costs** – the purchase of land or any interest therein and related costs.
6. **Legal fees.**
7. **Routine repair or maintenance costs** – costs that do not result in the construction, material enhancement, or renewal of a tangible capital asset.
8. **Investments in health infrastructure** – costs associated with health infrastructure or assets (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres).
9. **Investments in professional or semi-professional sports facilities** – costs associated with facilities used by professional or semi-professional sports teams.

SCHEDULE D: ANNUAL REPORT

The Annual Report may include – but is not necessarily limited to – the following information pertaining to the previous fiscal year:

1. **Financial information** – and particularly:
 - Interest earnings and investment gains – in accordance with Section 5.7;
 - Proceeds from the disposal of assets – in accordance with Section 12.1;
 - Outgoing transfers – in accordance with Sections 5.3 and 5.4;
 - Incoming transfers – in accordance with Section 5.3; and
 - Amounts paid – in aggregate for Eligible Expenditures on each Eligible Project.
2. **Project information** – describing each Eligible Project that started, ended, or was ongoing in the reporting year.
3. **Results** – and particularly:
 - Expected outputs and outcomes for each ongoing Eligible Project;
 - Outputs generated and outcomes achieved for each Eligible Project that ended construction in the reporting year; and
 - Housing outcomes resulting from each Eligible Project that ended construction in the reporting year, and specifically:
 - i. The number of housing units enabled, supported, or preserved; and
 - ii. The number of affordable housing units enabled, supported, or preserved.
4. **Other information** – such as:
 - Progress made in the development and implementation of asset management plans and systems; and
 - The impact of the CCBF on housing pressures tied to infrastructure gaps, the housing supply, and housing affordability.

SCHEDULE E: COMMUNICATIONS REQUIREMENTS

1. COMMUNICATIONS ACTIVITIES

- 1.1 **Scope.** The provisions of this Schedule apply to all communications activities related to any Funds and Eligible Projects.
- 1.2 **Definition.** Communications activities may include (but are not limited to) public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, award programs, and multi-media products.

2. INFORMATION SHARING REQUIREMENTS

- 2.1 **Notification requirements.** The Recipient must report all active Eligible Projects to AMO in advance of construction each year. Reports must be submitted in an electronic format deemed acceptable by AMO.
- 2.2 **Active Eligible Projects.** Active Eligible Projects are those Eligible Projects that either begin in the current calendar year or are ongoing in the current calendar year.
- 2.3 **Information required.** The report must include, at a minimum, the name, category, description, expected outcomes, anticipated CCBF contribution, anticipated start date, and anticipated end date of each active Eligible Project.

3. PROJECT SIGNAGE REQUIREMENTS

- 3.1 **Installation requirements.** Unless otherwise approved by Canada, the Recipient must install a federal sign to recognize federal funding for each Eligible Project in accordance with design, content, and installation guidelines provided by Canada.
- 3.2 **Permanent signs, plaques, and markers.** Permanent signage, plaques, and markers recognizing municipal or provincial contributions to an Eligible Project must also recognize the federal contribution and must be approved by Canada.
- 3.3 **Responsibilities.** The Recipient is responsible for the production and installation of Eligible Project signage in accordance with Section 3 of this Schedule E, except as otherwise agreed upon.
- 3.4 **Reporting requirements.** The Recipient must inform AMO of signage installations in a manner determined by AMO.

4. DIGITAL COMMUNICATIONS REQUIREMENTS

- 4.1 **Social media.** AMO maintains accounts dedicated to the CCBF on several social media networks. The Recipient must @mention the relevant account when producing content that promotes or communicates progress on one or more Eligible Projects. AMO's CCBF-dedicated social media accounts are identified on www.buildingcommunities.ca.
- 4.2 **Websites and webpages.** Websites and webpages created to promote or communicate progress on one or more Eligible Projects must recognize federal funding using either:
- a) A digital sign; or
 - b) The Canada wordmark and the following wording (as applicable):
 - i. "This project is funded in part by the Government of Canada"; or
 - ii. "This project is funded by the Government of Canada".

The Canada wordmark or digital sign must link to www.infrastructure.gc.ca. Guidelines describing how this recognition is to appear and language requirements are posted at <http://www.infrastructure.gc.ca/pub/signage-panneaux/intro-eng.html>.

5. REQUIREMENTS FOR MEDIA EVENTS AND ANNOUNCEMENTS

- 5.1 **Definitions.** Media events and announcements include, but are not limited to, news conferences, public announcements, and the issuing of news releases to communicate the funding of Eligible Projects or achievement of key milestones (such as groundbreaking ceremonies, grand openings, and completions).
- 5.2 **Authority.** Canada, AMO, or the Recipient may request a media event or announcement.
- 5.3 **Notification requirements.** Media events and announcements must not proceed without the prior knowledge and agreement of AMO, Canada, and the Recipient.
- 5.4 **Notice.** The requester of a media event or announcement must provide at least fifteen (15) business days' notice to other parties of their intention to undertake such an event or announcement. If communications are proposed through a news release with no supporting event, Canada additionally requires five (5) business days with the draft news release to secure approvals and confirm the federal representative's quote.
- 5.5 **Date and location.** Media events and announcements must take place at a date and location that is mutually agreed to by the Recipient, AMO and Canada.

- 5.6 **Representatives.** The Recipient, AMO, and Canada will have the opportunity to participate in media events and announcements through a designated representative. Each Party will choose its own designated representative.
- 5.7 **Responsibilities.** AMO and the Recipient are responsible for coordinating all onsite logistics for media events and announcements unless otherwise agreed on.
- 5.8 **No unreasonable delay.** The Recipient must not unreasonably delay media events and announcements.
- 5.9 **Precedence.** The conduct of all joint media events, announcements, and supporting communications materials (e.g., news releases, media advisories) will follow the [Table of Precedence for Canada](#).
- 5.10 **Federal approval.** All joint communications material related to media events and announcements must be approved by Canada and recognize the funding of all contributors.
- 5.11 **Federal policies.** All joint communications material must reflect Canada's Policy on Official Languages and the Policy on Communications and Federal Identity.
- 5.12 **Equal visibility.** The Recipient, Canada, and AMO will have equal visibility in all communications activities.

6. PROGRAM COMMUNICATIONS

- 6.1 **Own communications activities.** The Recipient may include messaging in its own communications products and activities with regards to the use of Funds.
- 6.2 **Funding acknowledgements.** The Recipient must recognize the funding of all contributors when undertaking such activities.

7. OPERATIONAL COMMUNICATIONS

- 7.1 **Responsibilities.** The Recipient is solely responsible for operational communications with respect to the Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official languages policy.
- 7.2 **Federal funding acknowledgement.** Operational communications should include, where appropriate, the following statement (as appropriate):
- a) "This project is funded in part by the Government of Canada"; or
 - b) "This project is funded by the Government of Canada".

- 7.3 **Notification requirements.** The Recipient must share information promptly with AMO should significant emerging media or stakeholder issues relating to an Eligible Project arise. AMO will advise the Recipient, when appropriate, about media inquiries received concerning an Eligible Project.

8. COMMUNICATING SUCCESS STORIES

- 8.1 **Participation requirements.** The Recipient must work with Canada and AMO when asked to collaborate on communications activities – including, but not limited to, Eligible Project success stories (including positive impacts on housing), Eligible Project vignettes, and Eligible Project start-to-finish features.

9. ADVERTISING CAMPAIGNS

- 9.1 **Responsibilities.** The Recipient may, at its own cost, organize an advertising or public information campaign related to the use of the Funds or Eligible Projects, provided that the campaign respects the provisions of this Agreement.
- 9.2 **Notice.** The Recipient must inform Canada and AMO of its intention to organize a campaign no less than twenty-one (21) working days prior to the launch of the campaign.

THE CORPORATION OF THE NATION MUNICIPALITY

BY-LAW NO. 99-2024

A By-Law to authorize the civil marriage solemnization service in The Nation Municipality.

WHEREAS Ontario Regulation 285/04 provides for the authorization of the Clerk to solemnize marriages with the authority of a license; and

WHEREAS Council considers it desirable to have civil marriage solemnization services performed in The Nation Municipality;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE NATION MUNICIPALITY ENACTS AS FOLLOWS:

1. **THAT** Council of The Corporation The Nation Municipality do hereby direct that the civil marriage solemnization service be implemented within The Nation Municipality;
THAT Council recognize that the Clerk, is authorized to solemnize marriages in The Nation Municipality for as long as they hold the position of Clerk, as set out under Regulation 285/94 and the Marriage Act, RSO 1990, Chapter M.3 for the Province of Ontario;
2. **THAT** Council do hereby further support the Clerk delegating the authority to provide civil marriage solemnization services to Julie Langlois-Caisse, resident of Township of South Stormont.
3. **That** Council do hereby further support the Clerk delegating the authority to provide civil marriage solemnization services to Chantal Lauzon, resident of The Nation Municipality.
4. **THAT** Appendix A hereto attached for the fee structures for services form part of this By-Law;
5. **THAT** this By-Law shall replace all previous by-laws and come into force and effect effective June 24, 2024.

READ A FIRST, SECOND AND THIRD TIME, IN OPEN COUNCIL, THIS 24TH DAY OF JUNE 2024.

François Brière, Mayor

Aimée Roy, Clerk

CORPORATION OF THE NATION MUNICIPALITY

By-law 100-2024

Being a by-law to appoint a Chair to the Animal Control Tribunal, pursuant to The Nation Municipality's Animal Control By-law number 61-2022, as amended

WHEREAS The Nation Municipality's Council adopted by-law 61-2022, respecting animal care and control, on the 28th day of March 2022, and was amended on the 13th day of June 2022 under by-law 90-2022.

WHEREAS under by-law 61-2022, as amended, defines Animal Control Tribunal as the person appointed by Council holding the position of chair for the purpose of animal control tribunal hearings;

WHEREAS an owner of a vicious dog is entitled to a hearing by the Animal Control Tribunal, who may exempt the owner from muzzling or leashing requirement or both such requirements.

WHEREAS the Animal Control Tribunal shall hold hearings pursuant to the provisions of the Statutory Powers Procedure Act, R.S.O. 1990, Chapter S.22, as amended at the time, date and place set out in the notice to comply.

WHEREAS a request for a hearing was received by The Nation Municipality and a hearing date was set for July 31, 2024.

WHEREAS Council deems it expedient to appoint a person to the Animal Control Tribunal for The Nation Municipality.

RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE NATION MUNICIPALITY ENACTS AS FOLLOWS:

1. THAT Mario Hautcoeur be appointed to the Animal Control By-law for the hearing scheduled on July 31, 2024.
2. THAT if said hearing be rescheduled, that Mario Hautcoeur remains appointed to Animal Control Tribunal hearing's new date.
3. THAT the payment for services rendered be \$100.00 per hearing date.

READ A FIRST. SECOND AND THIRD TIME AND FINALLY PASSED THIS 24TH DAY OF JUNE, 2024.

Francis Brière, Mayor

Aimée Roy, Clerk